



GRADUATE CATALOG

2016-2017

NORTHERN KENTUCKY UNIVERSITY
GRADUATE CATALOG 2016-2017

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WELCOME FROM THE PRESIDENT

On behalf of the outstanding faculty and dedicated staff of Northern Kentucky University, it is my pleasure to welcome you as you embark on your graduate education. I know that you come here with the ability and the ambition to achieve your goals. I am gratified that you have chosen NKU as the place to make those dreams a reality.

At NKU, our faculty and staff are known for a commitment to providing a quality, personal education at both the undergraduate and graduate levels. That commitment has shaped our past, and it will continue to define our future. We are also committed to the economic and cultural vitality of our community. This partnership between the university and community produces the relevant, experience-based education that you'll receive. As you read our mission, vision, and values that follow, you will learn even more about the basic principles upon which we operate.

I urge you to review the graduate catalog carefully. It contains information that will be valuable to you at each stage in your journey at NKU. Our online catalog is fully searchable, and it will allow you to easily find the information you are seeking, including details about our academic programs, information on our policies and procedures, special opportunities to support your growth and learning, and a host of other topics.

On behalf of the entire Northern Kentucky University community, welcome! We are delighted that you chose NKU for your graduate education.

Geoffrey S. Mearns
President

UNIVERSITY AND GRADUATE EDUCATION INFORMATION

Mission

As a public comprehensive university located in a major metropolitan area, Northern Kentucky University delivers innovative, student-centered education and engages in impactful, scholarly and creative endeavors, all of which empower our graduates to have fulfilling careers and meaningful lives, while contributing to the economic, civic, and social vitality of the region.

Our 2018 Vision

- Northern Kentucky University will be acclaimed by students, alumni, the region, and the commonwealth for:
- **Our Success...**in preparing graduates for a global society.
- **Our Contribution...**to regional progress and economic growth.
- **Our Delivery...**of distinctive academic programs.
- **Our Dedication...**to the development and well-being of our people.
- **Our Effectiveness...**in securing and managing resources sustainably.

Our Core Values

- These are the core values that NKU embraces as we go about our work:
- We will promote a culture that fosters and celebrates EXCELLENCE in all that we do.
- We will engage in honest, fair, and ethical behavior, with INTEGRITY at the heart of every decision and action.
- Ours will be a community that embraces INCLUSIVE-NESS, diversity, and global awareness in all dimensions of our work.
- We will approach our work - how we teach, engage, and serve - with creativity and INNOVATION.
- We will maintain a climate of COLLEGIALITY built on respect and characterized by open communication and shared responsibility.

Institutional History

NKU is the youngest of Kentucky's eight state universities. The university's roots go back to 1948 when the University of Kentucky established a two-year community college in Covington. In 1962 the extension branch was renamed Northern Community College. Five years later, a grassroots petition asking for a new college in the region was signed by more than 3,000 people including children, many of whom would someday graduate from NKU. As a result, an independent four-year degree-granting institution was created in 1968 by

then-governor Louie B. Nunn, who signed legislation to establish Northern Kentucky State College, which eventually became Northern Kentucky University.

In late 1969, Dr. Frank Steely was selected as NKU's first president. He immediately began work to hire faculty and staff, obtain funding, and oversee building construction. From 1970 to 1972, undergraduate courses were offered at the old community college's location until Nunn Hall was completed in Highland Heights. When Nunn Hall opened in 1972, it constituted all of NKSC: the president's office, classrooms, library, bookstore, vending machines - everything was located there.

Rapid growth occurred during the early years: nine buildings were constructed in the 1970s. The Salmon P. Chase Law School of Cincinnati merged with NKSC in 1971, and the first intercollegiate men's basketball game was held that year. The first NKSC commencement ceremony was in the spring of 1973; graduate programs were added in 1975; the state college became a full-fledged university in 1976; and before the end of the decade the athletics program was winning regional championships. Chase Law School moved to the main campus in 1982. The first residence hall also opened that year, marking a shift from a student body composed exclusively of local commuters to a more diverse one from across the nation and the globe. When President Steely resigned in September 1975, the school enrolled almost 4,300 students.

Dr. A. D. Albright served as the second president, leading the institution from 1976-83. During his term, additional academic buildings opened and eased overcrowding. The 1977 opening of the University Center with a place to eat, meet, and hold student activities brought a more traditional campus feel. In 1983, at the end of Dr. Albright's presidency, the school enrolled about 8,500 students and employed 1,160 faculty and staff.

In the 1980s and early 90s, NKU began to focus on its place in the region and the world. Dr. Leon Boothe, president from 1983-97, sought to diversify the university by initiating an international exchange program. He also led the first capital campaign in response to state funding cuts that reached a cumulative 30 percent of the university's state appropriation. At the end of Dr. Boothe's presidency, enrollment stood at 11,785, and 1,584 faculty and staff served the university.

Dr. James C. Votruba became NKU's fourth president in 1997 and retired from the position in the summer of 2012. Under his leadership, new programs were added including cutting-edge undergraduate programs, many more master's degree options, and two doctoral programs. Numerous buildings were built during his tenure including the Dorothy Westerman Herrmann Natural Science Center, the James C. and Rachel M. Votruba Student Union - named for President and Mrs. Votruba upon his retirement as president - The Bank of Kentucky Center, and NKU's newest building: the super-high-tech Griffin

Hall, home to the College of Informatics. Throughout his presidency, Dr. Votruba built on the concept of NKU as a metropolitan university, calling on the whole campus to become locally and regionally engaged for the benefit not just of the campus but also the community at large. On numerous occasions, NKU has been recognized nationally for its success in sharing knowledge through public engagement.

NKU's athletics program was very successful during Dr. Votruba's tenure as president. As a member of NCAA Division II, NKU won three national championships and 22 regional titles. The university's first national athletics championship was earned by the women's basketball team in 2000. When the women repeated in 2008, they became the first women's team in Kentucky to win two national championships. The men's soccer team followed in 2010 with a national title of its own.

At the end of Dr. Votruba's presidency, NKU employed about 2,030 faculty and staff who served close to 15,800 students: 85 percent undergraduates, 11 percent graduate students, and 3 percent law students.

NKU Today

In August 2012, NKU welcomed its fifth president, Geoffrey S. Mearns, a former federal prosecutor, law school dean, and provost. Under his leadership, the university has continued to excel and attract high-achieving students who benefit from a student-centered faculty and extremely dedicated administrators and staff. The university offers associate degrees in a limited number of areas and six bachelor degrees: Bachelor of Arts, Bachelor of Science, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science in Nursing, and Bachelor of Social Work. Undergraduate students have a choice of 70 majors and 75 minors. Students can also choose from among more than 200 student clubs and organizations ranging from disciplinary clubs such as the biology club to service organizations, advocacy groups, Greek organizations, sports clubs, faith-based organizations, leadership societies, and more.

Reflective of the university's maturity, the athletics program began the four-year process of reclassifying to NCAA Division I in 2012, joining the Atlantic Sun conference. In addition to Kentucky, the Atlantic Sun includes universities from four states: Florida, Georgia, South Carolina, and Tennessee. NKU moved to the Horizon League in July 2015. In addition to Kentucky, the Horizon League is made up of universities in Ohio, Indiana, Illinois, Michigan and Wisconsin.

Today, NKU is a vibrant, exciting center of teaching and learning, research and creative work, and service to the northern Kentucky region, the commonwealth, the nation, and the world. The university prepares for the construction of its newest academic facility - a Health Innovation Center that will integrate a portfolio of health care disciplines with psychology, social work, and other areas. It will allow the university to identify and develop the next generation of talent and applied research Kentucky and our region desperately needs.

The university's 2013-18 strategic plan focuses on the success of students in the classroom and beyond. It emphasizes a transdisciplinary approach to teaching and learning, expanding upon and extending the principles of interdisciplinary study

by fostering a holistic approach to studying topics that arise at the intersection of business, science, law, and culture.

Graduate Degrees Conferred

The University is authorized by the Commonwealth of Kentucky to confer the following graduate degrees:

Master of Accountancy
 Master of Arts in Communication
 Master of Arts in Education: Teacher as a Leader
 Master of Arts in English
 Master of Arts in Integrative Studies
 Master of Arts in Public History
 Master of Arts in School Counseling
 Master of Arts in Teaching
 Master of Business Administration
 Master of Legal Studies
 Master of Public Administration
 Master of Science in Business Informatics
 Master of Science in Clinical Mental Health Counseling
 Master of Science in Computer Information Technology
 Master of Science in Computer Science
 Master of Science in Executive Leadership and Organizational Change
 Master of Science in Health Informatics
 Master of Science in Health Science
 Master of Science in Industrial-Organizational Psychology
 Master of Science in Nursing
 Master of Social Work
 Education Specialist in Educational Leadership
 Education Specialist in Teaching and Leading
 Doctor of Education
 Doctor of Nursing Practice
 Juris Doctor/Master of Business Administration
 Juris Doctor/Master of Science in Business Informatics
 Juris Doctor/Master of Science in Health Informatics

The Catalog

The university's catalog is the document of authority for all students. It contains detailed information that will help students succeed in their degree and certificate programs, have a positive university experience, and graduate in a timely manner. The catalog contains information on domestic and international admissions; tuition and fees; degree requirements for every program; general education requirements; university-wide graduation requirements; academic opportunities; support services; enrichment opportunities; university policies and procedures; and faculty and administration. It also contains a brief description of each of the courses offered by the university. Students are strongly urged to read the catalog carefully and work closely with their advisors. Catalogs for the current academic year, and 10 prior years, are available at <http://catalog.nku.edu>.

Catalog Changes

The information contained in the catalog is accurate at the time of publication. However, Northern Kentucky University reserves the right to change regulations, policies, fees, services, and curricula through official actions of the NKU administration, its Board of Regents, or the Kentucky Council on Post-secondary Education.

Accreditations

Northern Kentucky University is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate, baccalaureate, masters, and doctoral degrees. Contact SACSCOC at 1866 Southern Lane, Decatur, GA, 30033-4097 or call 404-679-4500 for questions about the accreditation of Northern Kentucky University.

The following organizations have accredited specific NKU programs:

AACSB International-the Association to Advance Collegiate Schools of Business
 American Bar Association; American Chemical Society (ACS)
 American Council for Construction Education (AACCE)
 Commission on Accreditation of Athletic Training Education (CAATE)
 Commission on Accreditation for Respiratory Care (CoARC)
 Council on Social Work Education (CSWE)
 Joint Review Committee on Education in Radiologic Technology (JRCERT)
 National Association of Schools of Music (NASM)
 National Association of Schools of Public Affairs and Administration (NASPAA)
 National Council for Accreditation of Teacher Education (NCATE)
 Accreditation Commission for Education in Nursing (ACEN)
 Commission on Collegiate Nursing Education (CCNE)
 Technology Accreditation Commission, ABET, Inc.

Campus Calendars

NKU provides a variety of calendars online (<http://nku.edu/calendars.html>), including a master calendar and several academic calendars. In addition, there are calendars of events such as athletic and music events.

Campus Map

NKU makes available online (www.nku.edu/campus-maps.html) a variety of campus maps, including: a three dimensional view of the Highland Heights campus with links and information about each building; a two dimensional map of the campus; a regional map showing the location of the Highland Heights campus and a map giving directions to the Highland Heights campus.

History of Graduate Education

Graduate programs in education were initiated in 1974; business administration in 1979; public administration in 1989; nursing in 1992; technology in 1997; accountancy in 1998; computer science in 1999; information systems (now business informatics) and teaching in 2001; industrial/organizational psychology and liberal studies in 2004; school counseling and community counseling (now clinical mental health counseling) in 2005; communication and executive leadership & organizational change in 2006; health informatics in 2007; English and the doctor of education in 2008; computer information technology in 2009; public history in 2010; social work in 2010; education specialist in educational leadership and the doctor of nursing practice in 2011, health science in 2014, and education specialist in teaching & leading and legal studies in 2015

and LL.M. in U.S. Law in 2016. We also offer numerous certificate programs. New graduate programs are planned to meet the demands of our growing population.

NKU continues to thrive as evidenced by the new state-of-the-art informatics building. Total enrollment is more than 15,000 and growing. Currently, there are almost 1,500 graduate students. NKU's location six miles south of downtown Cincinnati allows the serenity of a suburban setting with the activities of a metropolitan area.

Mission Statement

The mission of the Office of Graduate Education is to advance and support high-quality graduate education. This is accomplished by encouraging and supporting the development and delivery of outstanding graduate programs, as well as contributing to the recruitment, admission, and retention of well-prepared and successful graduate students. The Office of Graduate Education also contributes to the development and fair enforcement of policies related to graduate students and graduate programs.

Administration

Office of Graduate Education

The vice provost for graduate education, research & outreach has the primary responsibility for overseeing graduate education. The Office of Graduate Education serves as the coordinating office for the University's graduate programs. It is responsible for marketing, recruiting, and admitting graduate students. The director of graduate education is responsible for implementing the Graduate Council's policies and procedures and for coordinating negotiations for cooperative graduate arrangements with other universities. The director facilitates the development of new programs; works with graduate program directors to ensure the quality of graduate programs; acts as an advocate for graduate student concerns; and oversees the placement of graduate assistants. He/she serves on the Graduate Council as a non-voting member and hears procedural appeals from graduate program directors.

The Office of Graduate Education is located in Lucas Administrative Center 302. To contact us please call (859) 572-6364, email graduate@nku.edu, or visit our website at <http://gradschool.nku.edu>.

Graduate Council

The Graduate Council is the official university body that oversees and interprets all policies, procedures, curricula, and regulations associated with NKU graduate programs. It approves all policies with regard to graduate courses and programs and establishes all rules, regulations, and procedures governing admission, academic policies, curriculum, and evaluation of programs in which graduate degrees or certificates are awarded. The council also rules on appeals for waivers of any graduate regulations with the exception of admission decisions. The council's recommendations and decisions are advisory to the provost.

Voting members of the Graduate Council include representatives of each of the graduate programs, two at-large members elected by the graduate faculty, one graduate student, and the

chief academic officer for graduate education. The director of graduate education is an ex officio member of the council.

GRADUATE PROGRAMS APPLICATION AND ADMISSION REQUIREMENTS

The purpose of administrative rules and regulations is to ensure that academic standards for admission are maintained and that procedures are in place to allow students to know what is expected of them throughout their graduate career. These rules and regulations also help students to know what is expected by the University. The policies and procedures presented in this catalog apply to all graduate students of NKU.

Admissions Requirements

Presented in this section are the minimum standards required for admission to NKU's graduate programs. These standards exist to admit applicants who have a reasonable chance of successfully completing their graduate work. Individual programs may have more stringent admission standards. Recognizing that some applicants may be successful graduate students even though they do not meet the minimum standards, there are admission categories (provisional admission and conditional admission) that may be used to give students a chance to prove themselves. These admission categories are used sparingly and only with the approval of the graduate program director. Please recognize that meeting these minimum requirements does not guarantee admission into the University in general or into a specific degree program. Notification of admission decisions will be sent via the email address supplied by the applicant at the time the application was submitted. Students who do not have an email address should notify the Office of Graduate Education of the need for an alternative method of delivery.

Applying for Admission

Application

Applications must be submitted online. The website for access to the application is <http://apply.nku.edu>.

Application Fee

An application processing fee will be assessed at the time the application is submitted. Applicants who have earned a bachelor's or master's degree or graduate certificate from NKU, as well as current faculty and eligible staff, and active duty military and veterans are not assessed an application fee. Faculty and staff must submit a copy of their All Card for an application fee waiver.

The application fee is non-refundable regardless of circumstance.

Deadlines

Application deadlines vary by program. Please consult the program of interest for more information.

Grade Point Average (GPA)

The minimum undergraduate GPA to be considered for non-degree admission (not pursuing a certificate or degree) is 2.5 on a 4.0 scale. Each degree and certificate program sets its own minimum GPA standard. Students should look at the admission requirements for their program of study for complete information.

Transcripts

To be admitted into NKU as a graduate student, applicants must hold a bachelor's degree from a regionally accredited institution. Applicants must submit official transcripts for **all** work taken (undergraduate and graduate) before being awarded full admission into the University. An unofficial transcript showing that a bachelor's degree has been awarded may be used for admission for one semester only upon approval by the graduate program director. Once official transcripts have been received, and presuming they have been evaluated favorably in relation to the University's standards, the student will be allowed to enroll for additional semesters. If applicants are not able to produce an official transcript, they should contact the graduate program director directly. Official transcripts are defined as those submitted directly to the Office of Graduate Education from the issuing institution or given to the applicant by the issuing institution in an envelope sealed/stamped by the issuing institution. NKU reserves the right to evaluate all transcripts and course credits individually to determine eligibility for admission or transfer of credit to NKU. International students should refer to the International Graduate Students section.

Standardized Tests

Although standardized tests such as the GRE and GMAT are not a university requirement, they are required by most NKU graduate programs. Applicants should check with the graduate program director for specifics.

Change of Degree Program

A new application is necessary to change from one degree program to another. An additional application fee may be assessed. Students will be under the catalog in effect at the time of admission into the new program.

Admission Categories

Full or Regular Admission

Applicants are eligible for this category if they meet all admission requirements and have submitted all required documents prior to beginning graduate study.

Provisional Admission

Applicants who are unable to provide one of the required admissions documents prior to the start of classes can request that the graduate program director grant provisional admission. Admission documents are program specific; applicants should check their individual program's specifications. The missing document may include, but is not limited to, an official transcript, an official standardized test result, or a letter of recommendation. Applicants may make a written request to their graduate program director to be admitted provisionally. When only one document is missing, the graduate program director may use his/her discretion to extend provisional admission based on the program director's judgment that the applicant would be regularly admitted if all application materials had been received. When more than one document is not submitted on time, the Office of Graduate Education must approve provisional admission based on a request directly from the program's director.

Provisional admission is valid for one semester only during which time the missing documents must be submitted. Students can be dismissed from the program if the newly submitted documents do not meet the appropriate admission requirements. Provisional admission is not available in all graduate programs. Applicants should consult the graduate program director for more information.

Students who are awarded provisional admission may receive a federal loan only during the first semester. Additionally, if the student has not been fully admitted by October 1 for fall admission, March 1 for spring admission, or July 1 for summer admission, NKU is required to return Federal Stafford Loans previously awarded and cancel subsequent loan disbursements. If this occurs, the student will be responsible for tuition. Students may regain eligibility for federal aid by becoming fully admitted. In some cases students admitted provisionally will not be eligible for federal aid for even one term. Check with the Office of Financial Assistance to determine specific eligibility.

Conditional Admission

Conditional admission is reserved for those applicants who have submitted all admission documents but fail to meet one or more of the requirements for regular admission and who, in the judgment of the graduate program director, hold promise of successfully completing the graduate degree. Applicants who have not met the published admissions standards may be recommended to the Office of Graduate Education by the graduate program for conditional admission. In return for conditional admission, students will be required to satisfy particular criteria specified at the time of admission before being granted regular admission. At the time of admission, students will be told the length of time granted to fulfill the conditions for regular admission. In all cases, students must have regular admission status prior to graduating. A student will be dismissed from the program if the criteria for regular admission are not satisfied within the specified time limit established at the point of admission. Conditional admission is not available in all graduate programs. Applicants should contact their specific graduate program director for more information.

Please be aware that students awarded conditional admission, are not eligible to receive Federal Stafford Loans. Once a student has been fully admitted, they will be eligible for those loans.

Non-degree Students

Non-degree status is appropriate for applicants who wish to take graduate courses without obtaining a degree or if applicants want to demonstrate their academic abilities before applying to a degree program. In order to be admitted as a non-degree student, applicants must hold a bachelor's degree from a regionally accredited institution with an overall minimum undergraduate GPA of 2.5 on a 4.0 scale. Non-degree students may take as many courses as they like; however, if they decide later to pursue a degree, only a maximum of nine hours of coursework taken as a non-degree student may be counted toward the degree.

Visiting Students

Students enrolled in a graduate program at another regionally accredited institution who want to take a course to transfer into that program may do so as a visiting student. There are no transcript or GPA requirements (except for the Haile/US Bank College of Business); however, students must have permission from their home institution. To apply for visiting student status, complete the graduate application and pay the NKU application fee.

Undergraduates Taking Graduate Credit

Undergraduate students who have no more than six credits remaining to complete a bachelor's degree may be dually enrolled as a graduate student, provided the student has the approval of their undergraduate academic advisor and the relevant graduate program director has awarded provisional admission into the graduate program. Dual-enrolled students may take a maximum of 12 credits, graduate and undergraduate combined, in a single semester. Graduate credit for these courses will not be granted unless all work for the undergraduate degree is completed during the semester in which the student is enrolled for graduate credit. The graduate courses taken will count only toward the graduate degree and cannot be part of the coursework required for the bachelor's degree. Tuition will be assessed on the level of each course. Graduate classes will be assessed at the graduate tuition rates; classes designated as undergraduate will be assessed at the undergraduate rate.

Graduate Students Taking Undergraduate Courses

Graduate students are allowed to take undergraduate courses as long as a separate undergraduate application has been submitted. Students should refer to the Matriculated Student Tuition policy (located in the Tuition and Fees section) for billing information.

Time Limits for Application/Readmission

Once admitted as a graduate student, students have one year to enroll; otherwise, a new application will be required to ensure that all student information is up to date. The Office of Graduate Education will keep the documents submitted with

the initial application for one year if the student does not enroll. If the student has the need to delay enrolling for an additional period of time, the Office of Graduate Education will keep the documents on file via a written request to the office requesting that the date of enrollment be moved to a new semester. Some programs may require new admission documents. Check with the graduate program director for specific information. An application is valid for one year and may be updated to a different term if no decision has been made.

Students who have enrolled at NKU but interrupted their enrollment for four or more years, will need to submit a new application for admission and meet current admission requirements. Students are required to submit official transcripts for additional coursework taken elsewhere since their last attendance at NKU. The standard application fee will be assessed. The student's catalog of record will be the one in effect upon readmission.

International Graduate Students

Application Deadline

The application deadline for the fall semester is June 1 and the deadline for the spring semester is October 1. Applications should be sent well in advance of the start of a semester in order to make certain the University will have time to receive all required documentation, make an admission decision, and issue an I-20 or DS-2019 (F-1 and J-1). International Student and Scholar Services (ISSS) will not issue an I-20 until it has received documentation that the applicant has: acceptable academic credentials; competency in English (unless conditionally admitted); and access to funds sufficient to meet the costs of completing your studies (see specific financial documentation requirements below). If a tuition deposit is required, the student will be notified. International students should contact the Office of Online Learning or ISSS for information and guidelines regarding online courses.

Financial Documentation (F1 and J1 students only)

All international applicants must submit a declaration and certification of finances from their sponsors. This includes the Financial Statement from Sponsor. This form must be accompanied by the sponsor's current bank statement, a letter from the bank on official stationery, other liquid assets to prove that sufficient finances are immediately available to cover the costs of educational and living expenses at NKU. The form is available at <http://issn.nku.edu>.

International Transcripts

Applicants who have international transcripts are required to submit an evaluation by an accredited foreign education evaluation service before sending their transcripts to NKU. Many graduate programs require a course-by-course analysis and GPA, so be certain to check the requirements of each program. A list of the acceptable agencies where applicants can send transcripts may be obtained from the ISSS in University Center 305 or at <http://issn.nku.edu> or (859) 572-6517.

Applicants with international transcripts will need documentation of completion of undergraduate studies culminating in a

degree equivalent to a four-year U.S. bachelor degree. Official or certified copies of transcripts of **all** undergraduate and graduate coursework are required. These must be translated into English. The undergraduate grade point average (GPA), based on all undergraduate course work must be at least a 2.5 on a 4.0 scale. Individual programs may have higher GPA requirements.

English Proficiency

Applicants must demonstrate English proficiency by submitting the exam results on either the Test of English as a Foreign Language (TOEFL) or the International English Language Testing Service (IELTS) exam. TOEFL scores must meet a minimum standard score of 550 on the paper version, 213 of the computer-based version, or 79 on the internet based (iBT) version. Applicants submitting the IELTS must achieve a 6.5 on the general band portion. Particular graduate programs may require higher minimum scores on either of these tests or specific minimum scores on the individual sections of the TOEFL.

Provisional or conditional admission may be offered to international students on a case-by-case basis with approval from the graduate program director. Please check requirements for your program of interest. Official test results should be sent to ISSS at the time of application. International students may substitute the Institutional TOEFL Exam only if it is taken at NKU through the American English Language Program (AELP) and by approval of the graduate program director. Applicants must score at least a 550. Contact ISSS for complete information. (Exception: International students whose native language is English or who have graduated from an American university in which the language of instruction is English may be eligible for a waiver of this requirement. Contact ISSS for more details.) It may be possible for permanent residents and H1-B visa holders to apply for an English proficiency waiver at the discretion of the graduate program director, with final approval from the Office of Graduate Education and Office of International Students and Scholars.

A graduate program director may require students to take additional English remediation such as a course in English as a Second Language if in his/her judgment it is needed to improve English language skills. This decision will be based upon admission materials and an interview with the program director. The applicant will be notified at the time of admission by the graduate program director if the course will be necessary.

College of Education and Human Services Specifics

International students are subject to all requirements for admission to NKU's graduate programs. The only exception is for international students applying to a graduate program in education may be admitted without a teaching certificate. If the applicant is a graduate of an institution outside the United States and is not a certified teacher in the United States, they may be admitted to the Master of Education program, but will not earn teacher certification upon completion. As a rule, admission into the Master of Arts in Teaching is not open to applicants holding foreign transcripts. Applicants seeking an exception to this policy may appeal to the graduate program director for the degree they are seeking an exception.

GRADUATE PROGRAMS PROGRESSION TO DEGREE

Catalog of Record

The catalog of record is the one in effect during the semester the student is admitted into a graduate program, even if the initial admission is conditional or provisional. The policies and procedures published in that catalog are the ones the student will follow during their graduate career. If progress toward a degree is interrupted for four or more academic years from the last time the student was regularly enrolled, the catalog in effect upon re-entry into the university will govern. The initial catalog of record (the one in effect when originally enrolled) will no longer be applicable and will be superseded by the new one. The catalog of record follows any changes made in area of concentration or specialization. If a student wants to change their area of concentration or the catalog under which they are governed, they may complete a form to do so. The Change of Area of Concentration/Change of Catalog of Record form is on the Office of Graduate Education website.

With the permission of the graduate program director, a student may request that their catalog of record be moved forward. Students cannot have a catalog of record that was extant prior to admission into their program of study.

Appeals to these regulations can be made to the Office of Graduate Education.

Credit Applied to Degree

Most of the credit applied towards the degree will be earned after the student has been admitted into the program; however, students may have taken courses outside of the degree program that they would like applied to the degree.

Non-degree Credit

There is no limit on the number of hours a student may take as a non-degree seeking student; however, only nine hours of coursework taken in the graduate non-degree status may be applied to a graduate degree program at NKU. Some graduate programs may allow fewer; students should check the guidelines of each specific program.

Students will be allowed to apply additional courses taken in non-degree status if those courses were taken in fulfillment of an NKU graduate certificate program and they are not older than eight years upon completion of the graduate degree.

Transfer Credit

A maximum of 40% of a degree program may consist of transfer work. All such work must be from a regionally accredited institution or an accrediting body which accredits an existing NKU program. In all cases, the graduate program director may document and petition the Graduate Council for inclusion of transfer course/credits for students. All work requested for transfer must be taken for graduate credit and posted to a graduate transcript, and completed with a *B* or better.

Students may take courses for transfer credit through the Greater Cincinnati Consortium of Colleges and Universities (GCCCU). The limit on transfer credit does not include any hours taken through the Greater Cincinnati Consortium of Colleges and Universities (GCCCU) which will be considered NKU courses. The grades in transferred courses will not be factored into the NKU GPA unless taken as a part of the GCCCU. For more information refer to the GCCCU section listed in Academic Support and Policies.

First Professional (e.g., law school and medical school) courses may be transferred into a graduate program only if: they fit into the program of study; a grade of *B* or better was earned; they were earned at a regionally accredited institution; and the student's graduate program director approves the courses for transfer credit.

Transfer work taken at schools on other than a semester system will not be given one-to-one credit hour equivalency. For example, a four quarter hour course transfers into NKU as 2.66 hours. A student may have to take an additional one credit hour course to meet the required minimum 30 credit hours required for a graduate degree. Further, students cannot receive more credit for a transfer course than is offered for the NKU course for which it will substitute. A course taken elsewhere for four semester hours will be transferred into NKU as three hours of credit if that is the maximum number of hours for the NKU course in the catalog.

Submission and Processing of Transfer Credit

Students must request transfer credit for work taken prior to matriculation into NKU during the first semester of enrollment in a program. Graduate program directors will determine the approval status generally within four weeks. If the request is denied, the student will be so notified in writing at that time.

After initial approval by the graduate program director, transfer course requests will be sent to the Office of Graduate Education where the director of graduate education will determine if the requested credit meets with university standards for transfer of graduate courses (see above for guidelines). The vice provost for graduate education, research & outreach will be the final arbiter where differences exist between the graduate program director and the director of graduate education.

Students will be notified by the Office of Graduate Education of the final decision and advised as to when the courses expire as credit toward the degree.

No transfer work will be noted on a transcript until a student formally enrolls for NKU classes. Transfer request forms can be found on the Office of Graduate Education website.

Transfer Credit from Previously Earned Graduate Degrees

With the approval of the graduate program director, a student may transfer up to nine hours of coursework taken as part of a previously earned graduate degree.

Course Policies

Independent Study/Readings Courses

Number of Hours Allowed

NKU offers graduate students the opportunity to engage in independent scholarship guided by individual graduate faculty. These courses take the form of readings and independent study. Students are encouraged to undertake research into topics that are not part of the regular curriculum, provided that:

- No more than 20% of the minimum number of hours counted toward degree completion may be taken through courses listed as readings and independent study with the exception of studio work, labs, research, practica, and internships.
- Consent of the graduate faculty member and the director for the graduate program in which the student is enrolled is obtained prior to the student's registration for the course.
- The content of an independent study course is not the same as that covered in a regularly offered course; exceptions to this requirement must be approved by the graduate program director and vice provost for graduate education, research & outreach before the course may be offered.
- There must be a sufficient number of contact hours, albeit scheduled on an arranged basis, between the student and the instructor throughout the duration of the course to ensure consistency with the amount of graduate credit earned in regular course offerings; this contact hour number is specified by the program/department contract or program requirements.
- Any exceptions should be approved by the graduate program director and vice provost for graduate education, research & outreach.

Special Topics Courses

Special topics courses may be repeated with the approval of the graduate program director. A topics course for a change of grade may be repeated only when the same topic is offered again.

Numbering for Independent Study/Readings Courses

All graduate courses in which only one student is enrolled or a faculty member works with a student one-on-one are considered independent study or readings courses. The course numbering assigned for independent work is X99 and should be used instead of the regular or seminar course number. This applies even if the content of the coursework is identical to that of a regular, existing course.

Where an independent study course is used in lieu of a required course, the change must be noted on the student's program plan when submitted to the Office of the Graduate Education as certification for graduation.

Degree Time Limits & Course Age

Graduate students are expected to complete their master's degrees and certificates within six years, doctoral students within eight years. All coursework that is applied to degrees and certificates must be no older than eight years by the time the program is completed. The allowed time frame does not include circumstances involving changed programs or the pursuit of multiple degree programs; however, students may appeal if they have experienced unusual or mitigating circumstances that have prohibited them from meeting those standards.

Exceptions & Course Age Reinstatement

Exceptions to the rule may be granted by reinstating courses older eight years.

- The student and the graduate program director must prepare a reinstatement plan that is reviewed and approved by the vice provost for graduate education, research & outreach.
- This plan must include a special examination, portfolio presentation or other measurable demonstration of knowledge consistent with current course content.
- Once the student successfully complies with all of the elements in the reinstatement plan, the course is considered valid for an additional two years.
- No more than 25% of the courses required for a degree may be reinstated.
- Only courses in which a grade of *B* or higher is earned can be reinstated.
- Individual programs may set more stringent standards.

Certificate Guidelines

The policies presented below are the minimum university guidelines for students in graduate certificate programs. Students should always check the requirements of their particular program which may be more restrictive.

- A graduate certificate consists of 18 credits of coursework.
- A post-master's certificate consists of 24 credits; at least 75% of which must be at the 600-level or above.
- No more than 33% of the credits required on a graduate certificate may be transfer credits. All such work must be from a regionally accredited institution, taken for graduate credit and posted to a graduate transcript; and completed with a grade of *B* or better. The graduate program director approves all courses to be allowed as transfer credit. The limit on transfer credit does not include any hours taken through the Greater Cincinnati Consortium of Colleges and Universities (GCCCU) which will be considered NKU courses. Students should be aware the grade earned in courses taken the GCCCU will become part of their NKU GPA.

- One may earn both a certificate and a degree, but it is not necessary to earn one in order to be awarded the other.
- Credits used in fulfillment of certificate requirements may be used in partial fulfillment of degree requirements as well. Check with your graduate program director for specific information.
- One must be admitted to the certificate program prior to completion of all certificate requirements, or prior to completion of all requirements for the concurrent master's degree.
- All credits for a certificate program must be earned within the eight years prior to the award of the certificate.
- Students enrolled in a certificate program must meet the same course prerequisites as any other student.
- Up to 33% of credits earned in one certificate program can be counted toward a different certificate, providing that both certificates are issued by NKU.
- Up to 33% or nine credits (whichever is less) of the credits for a certificate program may have been completed as part of a previously earned master's degree issued by another regionally accredited university, providing that the credits are not out-of-date.

Grading Policies

Types of Grading and Academic Probation

Grades Allowed

Grades that can be assigned by faculty for graduate courses are: *A*, *A-*, *B+*, *B*, *B-*, *C+*, *C*, *F*, *P*, *I*, and *X*. An *F* is considered an unacceptable grade for graduate students.

Incompletes

An *I* grade may be assigned when part of the work in a course remains incomplete. It is given only at the student's request and where there is a reasonable possibility that a passing grade will result from completion of the work. If the coursework is not completed by the last of day of the following semester (excluding summer and winter terms); a grade of *F* will automatically be assigned. The appropriate dean may grant a semester extension of an *I* grade due to unforeseen family or medical circumstances and will notify the university registrar of such action. Under no circumstances will more than one extension be granted for an *I* grade.

Deferred

Grades of *X* are reserved for continuing work on dissertations/theses/capstone projects. They remain unchanged on a student's transcript as an *X* until the dissertation/thesis/capstone project has been completed. All *X* grades on a transcript will convert to the final grade received on the dissertation/thesis/capstone project once completed.

Pass/Fail

Courses may not be taken as pass/fail unless so designated by the individual programs. A request that the course be designated pass/fail must be requested of Graduate Council as part of the curriculum process. Students enrolled in a course that has been designated as pass/fail will not have the option of requesting a grade. Grades assigned for pass/fail courses are *P* (pass) and *F* (fail).

Good Standing

Students must maintain a minimum 3.0 grade point average and/or earn no more than two grades of *C* or below to remain in good standing. (A *C+* is considered above a *C* grade.) Should students fall below a 3.0 GPA, they will be placed on academic probation. (See below for specifics of probationary status). No student will be allowed to graduate with more than two *C* grades or below in course work that contributes to the degree program. Students who have more than two *C* grades or below will need to repeat some course work to be in compliance with this policy (See below for specifics of the course repeat option).

Students should be aware that even though a transcript may state that the student is in "good standing" because the overall GPA is not below 3.0, they are in fact considered by the university not to be in "good standing" when they have more than two grades of *C* or below.

Academic Probation and Dismissal

Students are placed on academic probation when their GPA falls below a 3.0 on the 4.0 scale. Once on academic probation, students will have up to nine semester hours to achieve a GPA of at least 3.0 to remove their probationary status. The nine semester hours must be taken at NKU. If after nine semester hours on probation a student's graduate GPA has not increased to at least a 3.0, he/she will be dismissed from their program. A student will not be placed on probationary status more than once. If a student successfully removes him/herself from probationary status and subsequently has a GPA that falls below a 3.0 on the 4.0 scale, the student will be dismissed from the program by their graduate program director. Individual programs may have more stringent requirements. Students should check program guidelines for complete information as individual program requirements may vary. Students may be considered for readmission after one semester has elapsed if the student was dismissed from a program for academic reasons. When applying for readmission, the student will need to document their preparedness for re-entry into the program.

If a student wishes to be considered for readmission into the program, they must submit a new application for admission to the Office of Graduate Education with a letter attached explaining why they are now prepared to continue in their program. A student will not be admitted without approval from their graduate program director. A letter of support from the graduate program director signed by the dean of the college the program is housed in for readmission must be sent to the vice provost of graduate education, research & outreach who will make the final decision. If readmitted, the student will be

granted an additional nine semester hours to remove their probationary status. During this period, any grade earned below a *B* will result in dismissal from the program.

Course Repeat Option

Graduate students are permitted to repeat two courses for grade replacement. The grade earned for the repeated course will be the one used to count the number of *C* and below grades as well as being the grade factored into the GPA even if it is below the original grade. A specific course may be repeated only once. All courses taken for the repeat option must be taken from NKU. They cannot be taken from another university and transferred to NKU without the permission of the graduate program director. The only courses taken outside NKU where grades may be factored with the GPA are those taken through the Greater Cincinnati Consortium of Colleges and Universities (GCCCU).

Academic Bankruptcy

Students who have not been successful in previous graduate work from NKU but want to start over in the same or a different graduate program, may apply for academic bankruptcy. Students cannot have been enrolled in the University for at least six years if they want to start over in the same graduate program; a student may apply at any time if they are pursuing an academic field that is unrelated to the one for which they request bankruptcy. Students will need to make requests for bankruptcy to the Office of the University Registrar at the time of admission into a program or no later than the first semester they are enrolled in the program. All courses taken prior to the time of academic bankruptcy will be omitted from the graduate GPA (with the exception of work taken as part of a previously earned degree/certificate) but not from the transcript. No coursework earned prior to bankruptcy may be applied toward a graduate degree at NKU.

Grade Changes

If a grade change is required due to an error, it must be accomplished by midterm of the next full semester after the issuance of the incorrect grade. Changes become official when received and recorded by the Office of the University Registrar. If the time limitation has been exceeded, the instructor must attach a written explanation of the causes for the delay and deliver the change to the department chair, who will forward any approved changes to the appropriate dean's office. For *I* (incomplete) grades being changed to letter grades, the instructor and department chair must approve the change; for letter grade changes to another letter grade, the instructor, the department chair, and the appropriate dean must approve. For information on grade appeals where there is a difference of opinion between the student and the instructor, refer to the catalog section titled, *Grade/Academic Appeals*.

Course Prerequisites and Corequisites

Prerequisites

A prerequisite is a requirement that must be satisfied before enrolling for a specific course. Students may not enroll in

courses in which they lack the stated prerequisites. Without the appropriate prerequisite(s), students will be withdrawn from the course at the request of either the instructor or the graduate program director.

Corequisites

A corequisite is a course that must be taken in conjunction with another course. Students must enroll in corequisites during the same semester or summer session. If a student is enrolled in one course but not its corequisite, the student will be withdrawn from that course upon request of the instructor and/or graduate program director.

Course Substitutions and Audits

Substitution for Course Requirement

Only graduate program directors may approve substitute courses for program requirements. Recognition of professional certifications for course credit is subject to approval by the graduate program director and department chair or dean of the college. No more than 40% of the program may be comprised of course substitutes.

Audits

To audit a graduate course, students will need to get prior approval from the graduate program director in which the course is offered. Audited courses may be repeated for credit that in turn can be counted towards the degree.

Coursework Taken as an NKU Undergraduate

A 500-level course cannot count toward a graduate degree if the student took that course, or any course cross-listed with it, as an undergraduate at NKU.

Course Loads

Full-time Status

Graduate students who are enrolled in seven hours in the fall and spring terms and five hours during the summer term are considered full-time students. Full time status for international students is nine hours in the fall and spring terms.

Course Overloads

Students may take up to 12 graduate hours of coursework during each of the fall and spring semesters and nine hours throughout the combined summer terms. To enroll in more than 12 credits in fall or spring or more than nine hours in the summer, students should seek the approval of their graduate program director.

Student Appeals

Appeals may related to one of more of the following: grades, graduation requirements, graduate student honor code, etc.

Waiver of Graduate Policies

There are two regulations where no exception will be made:

1. No one will receive a master's degree with fewer than 30 hours of coursework;
2. No one will be awarded a graduate degree or certificate with a cumulative graduate GPA below 3.0.

Appeals of Graduate Regulations

A graduate student wishing to appeal the application of other university rules or regulations relating to graduate students (e.g., time limits for graduation, limits on transfer credits, limits on hours taken as a non-degree student that may apply to a graduate degree) should write a letter to his/her graduate program director requesting a waiver. Exceptions to graduate policies must be approved by the graduate program director, department chair, dean of the college, and Vice Provost for Graduate Education, Research and Outreach. Once the waiver has been reviewed, the Director of Graduate Education will notify the student of the decision. A copy of this policy can be obtained from the Office of Graduate Education or can be found in the Graduate Catalog at <http://catalog.nku.edu>.

Appeals Relating to Violation of the Graduate Student Honor Code

A student sanctioned for violating the *Graduate Student Honor Code*, including plagiarism and other academic misconduct, may appeal the decision that a violation has occurred and/or the sanction. Students must follow the appeal procedures set forth in the *Graduate Student Honor Code* which can be found at <http://gradschool.nku.edu/currentstudents/academics.html>.

Grade/Academic Appeals

When a student believes that an instructor has violated his or her rights in the classroom - for example, failure to follow stated grading policy as outlined in the course syllabus, discrimination in evaluating individual achievement, illegal discrimination or harassment - the student should follow the procedures listed in Code of Student Rights and Responsibilities, section 5.G (<http://scra.nku.edu/policies/student-rights.html>).

Grade Appeals, Other Academic and Non-Academic Matters

Appeals relating to other academic and non-academic matters are governed by the university's *Code of Student Rights and Responsibilities*, which can be found at <http://scra.nku.edu/policies/student-rights.html>. This includes grade appeals that do not relate to consequences for violations of the *Graduate Student Honor Code*.

DEGREE AND CERTIFICATE EXIT PROGRAM REQUIREMENTS

Culminating Experiences and Capstone Courses

All graduate degree programs require a culminating experience described in each program section. Examples include dissertation, thesis, project, portfolio, comprehensive exam, and capstone course. All references to dissertation also include dissertation alternatives as approved by the vice provost for graduate education, research & outreach.

Guidelines for All Culminating Experiences

Forms to Submit to Office of Graduate Education

Any students taking a comprehensive exam or defending a project/thesis/dissertation must submit the following forms completed by the appropriate graduate program director or thesis/dissertation chair; these forms are available on the Office of Graduate Education website at <http://gradschool.nku.edu/currentstudents/finalprojects.html>.

- Form for Thesis/Dissertation/Comprehensive Exam Committee Appointment - completed at the start of the thesis/dissertation/comprehensive exam process.
- Form to schedule the Thesis/Dissertation Defense (also for comprehensive exam) - no later than **two weeks** prior to scheduled defense.
- Form for Thesis/Dissertation Defense Results (also for comprehensive exam) - within two weeks of results.

Defense of Dissertation/Thesis/Project

When a student has completed the dissertation/thesis/project, the student may be asked to present it formally to their committee through an oral examination and in some cases a presentation to the university community. This process provides the opportunity to answer questions posed by the student's committee about the research.

Unfinished Dissertation/Thesis/Project Grade

Until a dissertation/thesis/project has been completed, approved by the department, and formally certified by the Office of Graduate Education, the grade to be assigned to thesis/project credits will be an *X*. This grade does not affect a student's GPA nor credits earned. When the dissertation/thesis/project is completed, the faculty supervisor will change the *X* to a *P* or letter grade and the credits will be counted toward graduation. Letter grades will contribute to the overall GPA. If the dissertation/thesis/project is never completed, then the *X* grade remains on the transcript permanently.

Completion of Dissertation/Thesis/Project

After successful completion of the program requirements for the dissertation/thesis/project and after the committee has indicated the student has passed, the student should make all required changes to the document (if applicable to the student's particular work). Completed is defined as follows: the student has successfully defended the dissertation/thesis/project; has made all changes required by his/her project director and/or thesis/dissertation/project committee; project director and/or thesis/dissertation/project committee has approved those changes.

After the committee chair approves the final document, the student will upload the document in PDF format to the ProQuest/UMI website (if applicable to the student's particular work). Students should not upload documents to UMI until the document is completed. Theses and dissertations must be uploaded by the student to ProQuest/UMI, an online graduate research submission, publishing, archiving, and dissemination service. Complete instructions for the final submission of the dissertation, thesis, or project are published in the Electronic Thesis/Dissertation Guidelines found on the Office of Graduate Programs web site at <http://gradschool.nku.edu/current/finalprojects.html>.

Submission to ProQuest/UMI does not necessarily mean acceptance. Once the document has been uploaded to UMI, the director of graduate education will examine the document. The student and graduate program director will be notified of changes/editing that must be made before final approval by the director of graduate education can be given. Once the final dissertation/thesis/project has been certified by the Office of Graduate Education, the director of graduate education will notify the Office of the University Registrar that the student has been cleared for graduation as long as all other graduation requirements have been met.

Submission Deadlines

The following dates are the deadlines for uploading completed documents to ProQuest/UMI. In order to ensure the deadlines are met, students and their dissertation/thesis/project committee chairs should plan the defense date accordingly. If the document has not been fully approved and uploaded to ProQuest/UMI by these dates, the student may be required to delay graduation for at least one term.

Fall	No later than November 1
Spring	No later than April 1
Summer	No later than July 1

Use of Proprietary Information

The tradition and culture of graduate education requires that dissertations/theses/published projects be treated as public

documents, and as a result, they will be placed in the library for public access. If a student is using proprietary information supplied by their employer or sponsor for the dissertation/thesis/project, they should reconcile proprietary issues with the employer or sponsor before beginning work on the dissertation/thesis/project. In rare instances a waiver from public access for a limited time (no longer than one year) may be granted. To protect the student's investment of time and energy, students should be sure to have the waiver request signed by the appropriate graduate program director, approved by the Office of Graduate Education, and on file in the Office of Graduate Education prior to the start of work on the dissertation/thesis/project. If the waiver is denied, students may either agree to publication anyway or rewrite the dissertation/thesis/project in a manner that can be published.

Failure of Culminating Experience

Graduate program directors will notify the Office of Graduate Education in writing when one of their students does not pass the culminating experience. The graduate program director will recommend one of two options for the student: allow a second opportunity to pass a culminating experience or be withdrawn from the program. If the student is allowed to remain in the program, and if the student's catalog of record provides more than one option for a culminating experience, the student may select a second option rather than repeat the previous option. The student must have the written permission of the graduate program director before selecting the second option. Two failures of the culminating experience, whether two failures of the same experience or a combination of two different experiences, will result in dismissal from the program.

Master's Degree Thesis/Final Project/Comprehensive Exam Specific Requirements

There are four formal culminating experiences excluding programs where a specifically designated course serves this function. Each of these is listed below. For specific information on which one will be required for the student's program of study, students should consult with their graduate program director.

1. Formal thesis

Requirements:

- It should include a thorough review of secondary sources.
- It should include original research.
- There will be at least three faculty members on the student's committee; one member may be outside of NKU.
- It will be published in ProQuest/UMI upon completion.
- There will be a formal defense of the thesis.
- There must be final approval by Office of Graduate Education.
- Thesis credits may be 3-6 credits of degree requirements.

2. Published Project

Requirements:

- It should include a literature review of secondary sources.
- It should contribute to a body of knowledge or practice.
- There will be at least three faculty members on the student's committee; one member may be outside of NKU.
- There will not be a formal defense of the project.
- It will be published in ProQuest/UMI upon completion.
- There must be final approval by Office of Graduate Education.
- Project will be 3 credits of degree requirements.

3. Unpublished project

Requirements:

- The length depends upon the project and the particular graduate program.
- Non-research, portfolio and creative documents (or products) will fall into this category.
- There will not be a formal defense of the document/project.
- There is no oversight from Office of Graduate Education.
- Approval by the graduate program director is required.

4. Comprehensive Examination

Each program using the comprehensive examination as a culminating experience will set forth the appropriate guidelines including dates and format.

Continuing Credit

Individual graduate programs will determine the number of continuing credit hours students in their program are allowed to pursue. All continuing credit must be taken within the six years allowed to complete the master's degree.

Committee Membership for Exit Options

Outside members should not be required but may be used. When outside members are used, the graduate program director must apply for and receive graduate faculty status for the outside members via the faculty credentialing process. Each graduate program director will be responsible for "tutoring" faculty in the appropriate method of chairing or being a member of a committee. Each graduate program director will decide on the oversight necessary.

Doctoral Degree Dissertation/Dissertation Alternative Specific Information

Each individual doctoral program will decide whether a dissertation or dissertation alternative meets the requirements for their degree. For specific information on which one will be required for a student's program of study, students should consult with their graduate program director.

Doctoral students must be continuously enrolled in at least one credit hour every term while completing their dissertation or dissertation alternative.

Dissertation Committee Membership

There must be at least three members (a chair and two "readers") on the dissertation committee, whose responsibility it is to:

- Approve the dissertation proposal;
- Evaluate the dissertation;
- Participate in the defense of the dissertation, and
- Vote to determine a candidate's passing of the defense.

One person shall be designated the dissertation chair. This member will:

- Facilitate the committee schedule and meetings;
- Mentor the candidate through the completion of the degree;
- Process paperwork;
- Coordinate the candidate's defense with the Office of Graduate Education.

One "reader" member of the dissertation committee must be from outside the candidate's department of study.

All members of the dissertation committee shall approve the dissertation proposal.

The program shall have a dissertation proposal process that provides for the Office of Graduate Education, the program, and the candidate, a written and signed document defining the expectations of the program for a successful dissertation.

The "approval of the dissertation proposal" is deemed successful when the dissertation chair files appropriate paperwork with the Office of Graduate Education signifying approval for the candidate to move forward.

Until the dissertation defense is scheduled, the initial proposal may be amended with unanimous agreement of the dissertation committee and candidate.

A dissertation defense may not be scheduled without a signed dissertation proposal. The candidate shall initiate the scheduling of a defense. Defense scheduling requires the concurrence of at least one committee member.

Programs must provide alternatives for candidates to alter or change dissertation chairs and committee membership.

The "completion of the defense" is deemed successful when:

- A simple majority of the dissertation committee votes approval.
- If desired, programs can make votes more restrictive, but may not require unanimous approval by the committee (chair and readers).

Dissertation defenses shall be open to the public.

Graduation Requirements

Minimum Credit Hours Required for a Master's Program

All master's degree programs require a minimum of 30 semester hours. Only courses taken for graduate credit and placed on a graduate transcript as graduate credit may be counted toward a master's degree.

GPA

No student may earn a graduate degree or graduate certificate with a GPA below 3.0 (no rounding allowed) for all graduate work taken for completion of a specific graduate program as well as a cumulative 3.0 (no rounding allowed) for all graduate work taken at the institution. If a student has declared academic bankruptcy, the graduate GPA will be based on all coursework taken subsequent to the bankruptcy.

Incomplete Coursework

No student will be awarded a degree if an *I* (incomplete) has not been cleared for all coursework applicable to that degree. An *I* in a course that is not part of the coursework for the degree is allowed. Students should be aware of the policy that changes an *I* to an *F* after a given period of time.

Enrollment

All students must be enrolled for at least one credit hour during the semester that they wish to graduate.

Degree Application Deadline

All graduate degree and certificate students must complete an Application for Graduation with the Office of the University Registrar. Students must complete the form via myNKU under the Student Self-Service Tab, Academics, Apply for Graduation. There is a fee associated with the graduation application. The fees given below are the current fees and are subject to change. The fee assessed will be the one in effect at the time a student submits an application for graduation.

The graduation application must be submitted by the following dates, or if a date falls on a weekend, by the Monday following the prescribed date.

For fall graduation	April 22
For spring graduation	October 22
For summer graduation	April 22

Graduation Fees

For fall semester graduation:

Apply by April 22	\$50
Apply between April 23 and August 8	\$80
Apply between August 9 and October 31	\$100
Apply after October 31*	\$100

* Graduation applications submitted after October 31 will not be processed for fall semester graduation unless special approval from the Office of Graduate Education is obtained. There is no guarantee that the application can be processed in time for fall graduation.

For spring semester graduation:

Apply by October 22	\$50
Apply between October 23 and January 8	\$80
Apply between January 9 and March 30	\$100
Apply after March 30*	\$100

* Graduation applications submitted after March 30 will not be processed for spring semester graduation unless special approval from the Office of Graduate Education is obtained. Even with that approval, there is no guarantee that the application can be processed in time for spring graduation.

For summer semester graduation:

Apply by April 22	\$50
Apply between April 23 and May 31	\$80
Apply between June 1 and July 1	\$100
Apply after July 1*	\$100

* Graduation applications submitted after July 1 will not be processed for summer semester graduation unless special approval from the Office of Graduate Education is obtained. Even with that approval, there is no guarantee that the application can be processed in time for summer graduation.

It is not necessary for a student enrolled in multiple programs (master's and certificate, for example) to complete all of them at the same time. However, if the student is completing both in the same term, only one fee will be assessed. If they are completed in separate terms, the fee will be assessed for each.

Applications submitted separately will be assessed the fee individually.

Participation in Graduation Ceremony

In order for a student to participate ("walk") in the NKU graduation ceremony, the following requirements must be met:

Doctoral students:

- Successfully complete all program requirements.
- Successfully complete all course work.
- Successfully defend the dissertation/dissertation alternative.

Master's and Graduate Certificate Students:

- Successfully complete all coursework.
- Successfully complete the culminating experience requirement pertinent to the program.

Individual graduate programs may set a more rigorous policy.

ACADEMIC SUPPORT AND POLICIES

All regulations found in this section apply to regular 16 week courses held in the fall and spring semesters. These regulations will also apply to all short courses, especially summer offerings, in a time sequence proportional to the length of the session. Students are subject to being governed by the general university policies and their respective departmental policies.

Adding a Course

The online registration guide and online academic calendar list the dates when a student may add a course. A course should be added via myNKU as the official process. Contact the Office of the University Registrar, Lucas Administrative Center 301, if guidance is needed.

When adding courses, a student should see the course load policy for allowable limits. Unless specified by an academic department, students do not need approval to add a course prior to the published last day to add. After the published deadline for adding a course, students will be permitted to enter a course only with approval from the instructor of the course, the graduate program director and an assistant dean of the college offering the course.

Withdrawing from a Course - Student Initiated

Unless otherwise required by an academic department, students do not need approval to drop a course if the drop is initiated prior to the published deadline to drop. Once the semester has begun, students may withdraw from a course only during the session or semester in which the course is taken. There are three time periods that relate to withdrawing from a course. The online registration guide and online academic calendar list the relevant semester dates and their equivalencies for courses of differing lengths.

- Weeks 1 through 3 or equivalent: during the first three weeks or equivalent of the semester, official course withdrawals are not reflected on the student's transcript. That is, the transcript will not indicate that the student was ever registered for the course.
- Weeks 4 through 10 or equivalent: a student who withdraws from a course after the third week of the semester (or equivalent) and prior to the end of the 10th week of the semester (or equivalent) will receive a grade of *W* for the course.
- Weeks 11 through 14 or equivalent: course withdrawals after the 10th week or equivalent are not usually allowed. In circumstances beyond the student's control, a *W* may be granted with approval of the instructor, graduate program director, and department chair or dean of the college the student's program is housed in. In cases not approved, the student will receive the grade of *F* (failure).

Students withdrawing completely (withdrawing from all courses) after the 10th week need only the approval of the dean of the student's program.

The instructor may not issue a *W* as the final grade for students who did not withdraw prior to the 10th week or equivalent if they are not covered by exceptions listed above.

Withdrawing from School

If, after midterm, a student wishes to withdraw completely from school, the student will need to submit a late withdrawal form signed by the dean of the college where the student's program is housed. Instructors will be notified of the withdrawal on revised class lists or final grade rosters by the Office of the University Registrar. Consult the Office of the University Registrar for exceptions to this policy.

The above regulations apply to fall and spring 16 week semesters. The dates for summer, eight-week fall and spring terms, and winter term adds/drops depend upon the session in which the course is taken. The last dates to add or withdraw from a course will be printed in the Registration Guide for each semester.

Student Absence Due to Military Service

Northern Kentucky University recognizes and appreciates the important contributions made by Active Duty, Reserve, National Guard, ROTC military students in service to their country of allegiance. The university understands that students may be called into active military service for periods longer than 14 days or be required to be absent from class for shorter durations to fulfill military obligations.

The University has adopted an Active Duty Military Absence option to be considered for absences longer than 14 days. The University also has developed a Short-Term Military Absence policy for absences that exceed the attendance policy for the course(s) or last up to two weeks during the fall and spring semesters. The Short-Term Military Absence policy will apply to an equivalent time period in reduced semesters (e.g., 8-week terms and summer terms).

Examples of Active Duty Military Absence include but are not limited to: individual or unit calls to active duty for deployment, natural disaster response, or receipt of military permanent change of station orders. Short-Term Military Absences may include funeral honor guard details, periodic training/drill obligations, ROTC field training exercises or service related medical appointments.

Students must provide instructors with maximum advance notice of absences and provide copies of their official military documentation (paper, electronic orders, or a unit's memorandum). It is the responsibility of the student to request the opportunity to complete missed work, and to complete coursework according to the terms mutually agreed upon between the instructor and the student. Registration for those courses

in which instructors accommodate the absence will remain intact and tuition and mandatory fees will be assessed in full for those courses.

The Certifying Official and Office of the University Registrar will collaborate together and obtain a copy of the official military documentation. The Certifying Official and the Office of the University Registrar will work with the student and instructor to ensure complete understanding of the policy and the impact of the policy on the academic record, all parties will be notified and provide assistance in completing the form if necessary. If the student is serving in a country other than the United States, International Student and Scholar Services may be required to verify the student's military necessity for withdrawal.

Once the student is aware of call to duty, the student must discuss their circumstances with the Certifying Official in the Veterans Resource Station. The student will be advised of the policy and given a Student Absence Due to Military Service form. Any withdrawal from the university may impact current and future VA benefits.

If a withdrawal is under any consideration the student will immediately notify and collaborate with the instructor. After discussion with the instructor, the only viable option may be to withdraw from some or all classes. Should a withdrawal be necessary or adjustments be made for a course, the student will follow the procedures identified in option A and B found in the Absence Due to Military Service Form.

The student should see the Certifying Official in the Veterans Resource Station. The student will be advised of the policy and given a Student Absence Due to Military Service form. If a withdrawal is under any consideration the student will immediately notify and collaborate with the instructor.

The Certifying Official will collect a copy of the official military documentation and a completed Absence form. Any questions regarding the decision will be answered and explained to the student.

Per the student's form, the following may occur:

- a. Withdraw from all classes with a 100% refund with the report date used as the effective withdrawal date. Student is then de-registered using "Military/Civil Service" as reason for withdrawal.
- b. Certifying official will request the grade earned to date by the report date from each instructor, and that grade will be recorded by the official in the Office of the University Registrar. Student is then de-registered using "Military/Civil Service" as reason for withdrawal.
- c. Withdrawal from selected courses as indicated on the Notification form with the report date used as the effective withdrawal date.

Required reporting, outside of notifying Student Account Services, Financial Assistance and the instructors, includes notifying the VA Education Division for students using a GI Bill or VA Education Benefit. This will be done by the Certifying Official within 30 days of the withdrawal date. Student Account

Services will process and return any federal Tuition Assistance refunds, and Financial Assistance will process and return any state Tuition Assistance refunds in accordance to Title IV.

Late submissions can be accepted and processed. However, retroactive withdrawals cannot be processed more than 6 months from the "end of active duty" date. The Office of the University Registrar and the Certifying Official will verify end dates to determine whether or not a late withdrawal will be allowed.

Any withdrawals not included on the Absence form, meaning submitted by the student using myNKU, will be processed in accordance with the dates published on the University's Academic Calendar and may not be eligible for a refund. Appeals will be considered within 6 months of the "end of active duty" date. The student will need to provide a copy of the official military documentation before an appeal will be considered.

Removal from a Course - University Initiated

A student who, without previous arrangement with the instructor or department, fails to attend the first class meeting of a given term may be dropped from the course. An instructor may drop a student for nonattendance only during the regular drop/add period of the term as defined by the academic calendar. Nonattendance does not release students from the responsibility to officially drop any course for which they have enrolled and choose not to complete.

A student may also be dropped from a course as a result of his or her disruptive classroom behavior. See the Code of Student Rights and Responsibilities (<http://scra.nku.edu/policies/student-rights.html>) for more information.

Removal Initiated by Graduate Program Director

Drops may be initiated by graduate program directors. The drop may be initiated if the graduate program director is notified by the instructor that the student has not attended class during the first two class meetings of the semester. A drop also can be initiated by the graduate program director if the student does not have the proper prerequisite, co-requisite, or consent of the instructor or has been found to be in violation of the Code of Student Rights and Responsibilities.

Class Attendance

NKU students are expected to attend the first day of each course for which they are enrolled.

For classes meeting more than once per week

If a student does not attend the first class meeting and has not contacted the instructor in advance to declare this absence, the instructor may drop the student for nonattendance. If the student also misses the second class meeting and still has not contacted the instructor about the absences beforehand, the instructor is compelled to drop this student for nonattendance.

For classes meeting only once per week

If the student misses the first class meeting and has not contacted the instructor about this absence beforehand, the instructor is compelled to drop this student for non-attendance.

For online classes

If the student does not log onto Blackboard and access course materials or contact the instructor during the first week of classes, the instructor is compelled to drop this student for non-participation (i.e., nonattendance). Classroom participation is essential to the educational process in many disciplines. If a portion of the final grade is dependent upon classroom participation, the instructor will make a statement to that effect in the course syllabus. The syllabus will be provided to students no later than the first week of classes. Regardless of attendance policy, students are responsible for familiarity with material disseminated in the class and are not released from this responsibility due to nonattendance. Students are responsible for becoming familiar with the deadlines that are published by the Office of the University Registrar regarding add/drop and withdraw dates. Students who do not officially withdraw prior to published deadlines, and fail to successfully complete required coursework, will receive a failing grade.

Nonattendance

The university is required to return federal Title IV aid for students who have never attended a class for which they are registered. If students do not attend a class and do not submit a formal drop/withdrawal, they will be held responsible for tuition.

Course Evaluations

Evaluations are an important means of gathering information about instructors and courses. The information submitted will be used for the enhancement of student learning opportunities. It is an important responsibility of NKU students to participate responsibly in the instructor and course evaluation process and to include thoughtfully written comments.

Evaluation periods begin 1 week prior to final exams for the 8-week courses or 2 weeks prior to final exams for a full-semester course. Students are notified via email when the online evaluation process is available and are sent a reminder every three days until evaluations are completed. The evaluations ask students to reflect upon what they have learned in each of their courses, the extent to which they have invested the necessary effort to maximize learning, and the role the instructor played in the learning process.

Students who complete an evaluation for a particular course or select "opt out" within the online evaluation instrument will have access to their course grade as soon as the grade is submitted by the instructor.

Students who do not complete the course evaluation and do not select "opt out" within the online evaluation instrument will incur a 2-week delay in viewing the course grade, obtaining an unofficial and official transcript, and running a degree audit. The delay starts after the university's official date for grade availability.

Student evaluations are strictly confidential, and results are not available to instructors until after final grades for the course are posted. The university has established extensive precautions to prevent individual student comments from being identified.

For more information and to view the instructor and course evaluation schedule visit the student evaluation homepage (<http://eval.nku.edu>).

Course Numbering

Courses numbered 499 and below are considered undergraduate-level courses and should not be taken by students who want to take a course for graduate credit. Courses numbered 500 to 599 may be taken by juniors and seniors for undergraduate credit and by graduate students for graduate credit. Students who take a 500-level course with the intention of earning graduate credit must have submitted a graduate application and been admitted by the Office of Graduate Education.

Only graduate students are allowed to take courses numbered 600 and above.

No more than 25% of a student's graduate coursework may be taken at the 500 level. With the approval of the Graduate Council new programs may be given a waiver of this regulation at the time they are approved.

Registration Holds

Registration holds prevent students from registering for courses. They are most often established because the student is required to meet with his or her advisor prior to registering or because the student owes money to the university. Registration holds must be resolved before a student can register online via myNKU. The student can still search for courses and place them in the registration cart, but the student must contact the office that placed the hold and resolve the issue before being able to register. For advising and probation holds, the student should contact their graduate program director to make arrangements for release of these holds. If a student has a fee-related hold, the fee must be paid before the hold will be released.

Transcript Availability

Transcripts of NKU coursework are available upon request. Students must request their official transcript through the National Student Clearinghouse. More information on this process can be found on the Office of the University Registrar website. Students may view and print an unofficial transcript through myNKU. Availability of official transcripts is limited at the end of each semester to accommodate final grading.

NOTE: The section on course evaluations explains why a student's access to his or her transcript can be delayed.

Northern Kentucky University charges a fee for each transcript. For regular mailed or picked-up transcripts, the fee is \$7 per copy. For expedited service transcripts (one to two business days), the fee is \$10 per copy. Normal processing time for a non-expedited transcript is up to 15 business days. Processing time does not reflect delivery time.

Transcripts Received from Other Institutions

When NKU receives transcripts from another institution, the transcripts are considered property of NKU. NKU does not reproduce or copy transcripts received from any sending institutions. Students should seek copies of transcripts from the institution that originally issued the transcript.

Diplomas

The diploma, which documents that one has earned a degree, is issued and dated only after all graduation requirements are met. NKU awards degrees in May, August, and December. Diplomas are then mailed to the recipient's designated address. It generally takes 6-8 weeks for the diploma to arrive.

Academic Honesty

NKU is dedicated to creating an environment conducive to the development of educated and intellectually curious people. Cheating and plagiarism are in opposition to this environment. Therefore, NKU requires that all work submitted by a student be a product of that student's own ideas and words.

Plagiarism is defined as using someone else's thoughts and/or words and allowing other people to believe they are your own. It does not matter whether this is done intentionally or unintentionally. One is plagiarizing if one uses specific words, phrasing, or ideas of others without using quotation marks and citations. When paraphrasing an idea or sentence, the original source of that material must be cited.

Cheating is defined as copying from someone else's exam, purchasing a paper to be submitted as your own, or using books and notes during exams (in class or take-home) when expressly forbidden to do so.

These examples of cheating and plagiarism are not meant to be exhaustive. Rather they are to be used as basic guidelines for appropriate academic behavior.

NKU takes academic dishonesty very seriously. A student found responsible of cheating or plagiarism may be sanctioned to an oral or written reprimand, a grade reduction or an *F* in the course, examination or assignment or course, or can be recommended for suspension or expulsion from the University. Cheating and plagiarism will not be tolerated in any form. All work submitted by a student must represent that student's own ideas and effort; when the work does not, the student has engaged in academic dishonesty.

Misrepresentation of NKU Credentials

Any person reporting their accomplishments or relationship with NKU is expected to do so in a completely truthful manner. Misrepresentation of accomplishments may relate to, but is not limited to, grades, coursework, co-curricular activities, honors, certificates, and degrees. Anyone misrepresenting his or her work or accomplishments at NKU may be barred from future enrollment and graduation from NKU. In addition, such behavior may be subject to criminal or civil prosecution.

Academic Requirements and Regulations Updates

The colleges of the university reserve the right to change requirements. Program changes will become effective at the beginning of the next fall semester and are applicable only to new students and to readmitted students as stipulated elsewhere in this catalog under Catalog of Record. Changes in program requirements with any other effective date require the approval of the provost; such changes will become effective when posted in the Lucas Administrative Center, the University Center, the Student Union, the Office of Graduate Education (for graduate programs only), and in each academic building. Students should refer any inquiries to the appropriate dean or the university registrar.

Email Accounts

All NKU students automatically receive campus email accounts that become activated when you obtain your NKU All Card. More information on your email account can be found by visiting: <http://it.nku.edu/email.html>.

Online Graduate Programs and Courses

Technology Requirements

NKU uses Blackboard, a web portal that offers easy access to course materials and the ability to communicate with instructors and classmates from one location. NKU recommends the following minimum computer capabilities for online learning:

- Operating System: Windows 7 or higher or MAC OS 10.7 or newer
- Web browser: Internet Explorer, Firefox or Safari
- Software: Microsoft Office is strongly recommended.

- Some instructors require assignments to be completed using Office. Students can also download free viewers from Microsoft.com for PowerPoint, Word, Excel, etc.

Students must have access to a webcam and microphone. Students must also have the ability to navigate the web and handle multiple open windows. In addition, students must have knowledge of how to send and receive email and the ability to open, close, and save files and attachments.

Online Degree and Certificate Programs

The credits required for the following degree and certificate programs can be earned entirely online. For more information, visit <http://nkuonline.nku.edu>.

- Master of Science in Nursing (MSN)
- Post-Master's Certificate in Nursing
- Nurse Practitioner Advancement
- Master of Science in Health Informatics
- Graduate Certificate in Health Informatics

- Master of Science in Business Informatics
- Graduate Certificate in Business Informatics
- Master of Arts in Education: Teacher as Leader (Gifted and Talented, English as a Second Language, and Instructional Computer Technology endorsement areas)
- Rank 1 in Education (Gifted and Talented, English as a Second Language, and Instructional Computer Technology endorsement areas)
- Education Specialist in Educational Leadership
- Master of Science in Health Science
- Doctor of Nursing Practice

To search for online courses in the myNKU Search for classes tab, select one of the following in the Delivery Mode drop down box:

- Leave "blank" for face-to-face courses on the Highland Heights campus and select Highland Heights for the Campus/Location.
- "Online Program (Online Majors Only)" if you are completing your program online.
- "Online Program" if you are completing your program on campus, but want the convenience of an online course.

Code of Student Rights and Responsibilities

The Code of Student Rights and Responsibilities is designed to ensure that students enjoy intellectual freedom, fair and legal treatment, the freedom of speech both on and off campus, freedom of press, the right of peaceable assembly, the right to petition for redress of grievances, the right to a fair hearing of charges made against one, and the right to responsible participation in the university community. Rights imply responsibilities; therefore members of the university community must show both initiative and restraint. The code is endorsed by the Student Government Association, Faculty Senate, Staff Congress, and university administration, and approved by the NKU Board of Regents.

It is incumbent upon students to be aware of university regulations. Ignorance of these regulations does not excuse students from adherence to them. The Code of Student Rights and Responsibilities is available online at <http://scra.nku.edu/policies/student-rights.html>.

Privacy Rights: FERPA

The Family Educational Rights and Privacy Act affords students certain rights with respect to their education records, including:

1. The right to inspect and review the student's education records within 45 days of the day the university receives a request for access.
 - a. Students should submit to the university registrar, dean, head of the academic department or other appropriate official a written request that identifies the record(s) they wish to inspect.
 - b. The university official will make arrangements for access and notify the student of the time and place where the records may be inspected.
 - c. If the records are not maintained by the university official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes are inaccurate or misleading.
 - a. Students may ask the university to amend a record that they believe is inaccurate or misleading. They should write the university official responsible for the record, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
 - b. If the university decides not to amend the record as requested by the student, the university will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.
 - a. Disclosure without the student's consent is permissible to school officials with legitimate educational interests. A school official is a person employed by the university in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted (such as an attorney, auditor, or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
 - b. FERPA allows the institution to routinely release information defined as "directory information." The following student information is included in the definition: the student's name, address, email address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletics teams, dates of attendance, enrollment status (including full time, part time, not enrolled, withdrawn, and date of withdrawal), degree and awards received, and

the most recent previous education agency or institution attended by the student. When a student wants the directory information to remain confidential, an official request form must be completed in the Office of the University Registrar (Lucas Administrative Center 301).

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by NKU to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:
 Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, DC 20202-8520
5. Students who have questions about FERPA, would like to grant access to their educational records to a third party, or wish to see their records should contact NKU's Office of the University Registrar at 859-572-5556 or email the university registrar at registrar@nku.edu.

ADA Policy

The Office of Disability Programs and Services (<http://disability.nku.edu>) provides academic accommodations and auxiliary aids to individuals with disabilities in compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. The office staff are committed to providing reasonable accommodations and a supportive environment for qualified students with disabilities to ensure equal access to the university's programs and curricula.

Alcohol and Drug Abuse Policy

In order to ensure the university's commitment to a quality educational and work environment, every faculty member, employee and student has a right to work and learn in an environment free from the effects of abuse of alcohol and other drugs. It is the policy of the university to discourage the misuse and abuse of alcoholic beverages and other drugs.

NKU prohibits the unlawful possession, use, or distribution of drugs and alcohol on its property or as a part of its activities. A clear statement of unacceptable conduct and consequences related to substance abuse is found in the Code of Student Rights and Responsibilities.

Students may be accountable to both civil authorities and to the university for acts that constitute violations of both the law and the student code. Those charged with violations are subject to university disciplinary proceedings pending criminal proceedings and may not challenge university proceedings on grounds that criminal charges for the same incident have been dismissed, reduced, or not yet adjudicated.

The following misconduct is subject to disciplinary action:

- Unauthorized distribution, possession, or use of any controlled substance, illegal drug, or paraphernalia as defined by Kentucky Revised Statutes, chapter 218A, on university premises or at university-sponsored activities.

- The use, possession, or distribution of alcoholic beverages on university property except as authorized by university policy.
- Appearing in a public place on university premises or at university-sponsored activities manifestly under the influence of a controlled or other intoxicating substance to the degree that there is danger to self, others, or property, or there is unreasonable annoyance to persons in the vicinity.
- Aiding or abetting any conduct described above.

The legal drinking age in Kentucky is 21. Individuals are personally responsible for knowing the laws that apply to substance abuse in Kentucky. In particular, individuals should be aware of the legal consequences for violation of the legal age, use of false identification, drunk driving, and the sale or distribution of illicit drugs.

Recognizing that alcohol and drug abuse are serious problems in our society, NKU offers a variety of educational and assistance programs to the student population. For more information, students should contact Office of Health, Counseling, and Student Wellness, University Center 440, or by calling 859-572-5650.

Tobacco-Free Policy

Northern Kentucky University is a tobacco-free campus. Tobacco use at all university-owned, operated, and leased properties is covered by this policy. Tobacco products are therefore prohibited in all interior and exterior building space, outside ground areas, walkways and parking structures, indoor and outdoor athletic facilities, and vehicles.

Numerous products are prohibited by this campus policy. They include, but are not limited to, cigarettes, cigars, pipes, hookah-smoked products, and oral tobacco such as spit/spitless, smokeless, chew, and snuff products. Products that contain tobacco flavoring or simulate tobacco use, such as electronic cigarettes, are also prohibited.

Violations of this policy will be addressed by the appropriate administrative departments. Concerns about tobacco use will be respectfully addressed. Support resources are available online at tobaccofree.nku.edu.

Sexual Misconduct

Northern Kentucky University is committed to fostering a safe and inclusive educational and work environment free from sexual misconduct, including sexual assault, non-consensual sexual contact, non-consensual sexual intercourse, sexual exploitation, sexual harassment, dating and intimate partner violence, relationship and domestic violence, stalking and gender based bullying. Gender-based and sexual harassment, including sexual violence, are forms of sex discrimination in that they deny or limit an individual's ability to participate in or benefit from university educational programs or activities and employment.

The university fosters a safe and inclusive educational and work environment by providing educational and preventative

programs regarding sexual or gender-based harassment; encouraging reporting of incidents and providing prompt and equitable methods of investigation and resolution; making available appropriate and timely services; remedying any harm, and preventing its recurrence. Violations of this policy may result in corrective action up to, and including, termination for faculty and staff, or sanctions up to and including expulsion for students, as determined by the university.

Retaliation against an individual for raising an allegation of sexual or gender-based harassment, for cooperating in an investigation of a complaint, or for opposing discriminatory practices is prohibited. Submitting a complaint that is not in good faith or providing false or misleading information in any investigation of complaints is also prohibited.

Nothing in this policy shall be construed to abridge academic freedom and inquiry, principles of free speech, or the University's educational mission.

Our current guidelines regarding personal relationships can be found in the Ethical Principles and Code of Conduct as well as the faculty handbook.

Northern Kentucky University is committed to fostering a safe and inclusive educational and work environment that is free from sexual misconduct and to ensuring our compliance with legal requirements.

In addition to being a violation of university policy, sexual misconduct is prohibited by state and federal laws, including: Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex in the University's educational programs or activities and work environment; relevant sections of the Violence Against Women Reauthorization Act; Title VII of the Civil Rights Act of 1964, which prohibits discrimination on the basis of sex in employment and Kentucky state laws and university policies that prohibit discrimination on the basis of sex.

This policy applies to all members of the NKU community, including faculty, staff, students, guests and visitors whether the behavior occurs on or off-campus at university sponsored events. It also applies to all participants in academic, co-curricular, research, training, or other programs or activities sponsored by NKU on or off campus.

Northern Kentucky University does not discriminate based on national origin, race, color, age, gender, gender identity, gender expression, sexual orientation, religion, political affiliation, physical or mental disability, genetic information, pregnancy, and Uniform Services or veteran status in its educational programs and activities, employment, daily operations and admissions policies, in accordance with all applicable federal, state local laws and university policies. No retaliation shall be initiated against any person who makes a good faith report of a violation.

Federal and state laws and university policy prohibit the taking of retaliatory measures against any individual who files a complaint in good faith. Retaliation against an individual for raising an allegation of sexual or gender-based harassment, for cooperating in an investigation of such a complaint, or for opposing discriminatory practices is prohibited. Submitting a complaint

that is not in good faith or providing false or misleading information in any investigation of complaints is also prohibited.

Students: If you are a student who believes you have been or are the victim of sexual harassment, including sexual assault, dating violence, domestic violence, stalking or other sexual misconduct, you may report such conduct or file a complaint under Title IX with the Deputy Title IX Coordinator in the Dean of Students Office 859-572-5147. Complaints of student sexual misconduct are addressed by the Code of Student Rights and Responsibilities.

The university recognizes that a student who is under the influence of alcohol and or drugs at the time of an incident may be hesitant to make a report because of a threat of disciplinary sanctions for her or his own violation of the Code of Student Rights and Responsibilities. A student who reports sexual misconduct, either as a complainant or third party witness will not face disciplinary charges under the Code of Student Rights and Responsibilities. Submitting a complaint that is not in good faith or providing false or misleading information in any investigation of complaints is prohibited.

In accordance with Title IX regulations, the university has designated Kathleen Roberts as the university's Title IX Coordinator. She is charged with monitoring compliance with these regulations. The Deputy Title IX Coordinators are responsible for investigating allegations of sexual misconduct.

Contact Information:

Title IX Coordinator

Dr. Kathleen Roberts, Senior Advisor to the President for Inclusive Excellence
Inclusive Excellence Administrative Center, room 834
Highland Heights, KY 41076
Phone: (859) 572-6630
Email: robertsk10@nku.edu

Incidents involving students:

Ann James, Sr. Associate Dean and Director of the Office of Student Conduct, Rights and Advocacy, Deputy Title IX Coordinator for Students
Office of Student Conduct, Rights and Advocacy Student Union, room 301
Highland Heights, KY 41076
Phone: (859) 572-5147
Email: jamesa3@nku.edu

NKU Resources:

UNIVERSITY POLICE
EMERGENCY CONTACT: (859) 572-7777
Non-Emergency Contact: (859) 572-5500
Website: police.nku.edu; you can view NKU safety and security information by clicking below: Annual Campus Security Report Daily Crime Log
Email: police@nku.edu

NORSE VIOLENCE PREVENTION PROGRAM
Non-Emergency Contact: (859) 572-5500

Dean of Students/Student Engagement Student Union - third floor

Phone: (859) 572-5685

Website: <http://nvp.nku.edu/>

LGBTQ PROGRAMS & SERVICES

Student Union, room 309

Phone: (859) 572-5835

Website: <http://lgbtq.nku.edu/>

HEALTH, COUNSELING & STUDENT WELLNESS

University Center, room 440

Phone: (859) 572-5650

Email: hcsw@nku.edu

Website: <http://hcsw.nku.edu/>

Statement of Nondiscrimination

Northern Kentucky University does not discriminate based on national origin, race, color, age, gender, gender identity, gender expression, sexual orientation, religion, political affiliation, physical or mental disability, genetic information, pregnancy, and Uniform Services or veteran status in its educational programs and activities, employment, daily operations and admissions policies, in accordance with all applicable federal, state local laws and university policies. No retaliation shall be initiated against any person who makes a good faith report of a violation.

Greater Cincinnati Consortium of Colleges and Universities (GCCCCU)

Through an agreement with the Greater Cincinnati Consortium of Colleges and Universities, current NKU students may register for courses offered by other consortium institutions. Course credit and/or grades will be posted on the NKU transcript and treated as though earned at NKU. Quarter hours are converted into semester hours on a two-thirds basis. Complete information may be obtained at http://registrar.nku.edu/greater_cincinnati_consortium_of_colleges_and_universities.html.

Guidelines

To participate in the consortium during the fall and spring, students must be enrolled in at least three (3) hours of graduate course work from NKU during the semester in which a consortium course is taken. During the summer, graduate students may enroll in a consortium class without being enrolled in an NKU course provided they were enrolled at NKU at least half time during the preceding spring semester. Students must be degree seeking and may enroll for no more than two courses at the host institution in one semester. Students may not take a course through the GCCCCU that will be offered by NKU within one calendar year unless they have applied officially for graduation and the required course is scheduled after the student will have graduated. Students cannot have registration holds. Students must observe all regulations of the host institution. Students must obtain written permission in advance from their graduate program director, director of graduate programs, and the vice provost for undergraduate academic affairs before registering for courses through the consortium at

other colleges or universities, and the graduate program director must approve acceptance of any GCCCCU course as part of the student's degree program.

Forms

Cross registration forms are available in the Office of the University Registrar.

GCCCCU Tuition and Fees

In addition to regular tuition charges at NKU, students will be required to pay course-related fees at the host institution.

Member Institutions Offering Graduate Credit:

- Art Academy of Cincinnati
- Athenaeum of Ohio
- Cincinnati Christian University
- Mount St. Joseph University
- Hebrew Union College/Jewish Institute of Religion
- Miami University
- Northern Kentucky University
- Thomas More College
- University of Cincinnati
- Union Institute & University
- Xavier University

Southwestern Ohio Council for Higher Education

Through an agreement between the Greater Cincinnati Consortium of Colleges and Universities and Southwestern Ohio Council for Higher Education, NKU students may register for courses offered by the latter in fall and spring semesters if the courses needed are not available at the GCCCCU schools. The same regulations apply as for the Greater Cincinnati Consortium.

Member Institutions:

- Air Force Institute of Technology
- Cedarville University
- Central State University
- United Theological Seminary
- University of Dayton
- Urbana University
- Wright State University

UNIVERSITY SERVICES

Student services are provided by a variety of units and departments at NKU. What follows are descriptions of many of the services that benefit NKU's graduate students.

All Card

Every NKU student must obtain a photo ID called an All Card. The NKU All Card is used to access NKU email (can forward to your business or home account), Blackboard, computer lab printing, discounted dining, vending, Norse Tech Bar, parking permits and fines, Health, Counseling and Student Wellness, copy machines, bookstore purchases, game room, door access, Campus Recreation access, campus events, meal plans, and serves as a library card. New students should visit the All Card office as early as two weeks before the start of classes, and two days after course registration. All Cards automatically reactivate each semester. The All Card office is located in Votruba Student Union 120, or can be reached at (859) 572-6016 or <http://allcard.nku.edu>.

Campus Recreation

Make friends, have fun, and get involved! The Campus Recreation Center, IM Field Complex and Sand Volleyball Courts are the places to be for fitness, sports, and socializing day or night. Whether it's playing basketball, running on a treadmill, kicking a soccer ball or taking laps in the pool, there is something for everyone. The Campus Recreation Center is open seven days a week so students can work out before or after class, as well as on the weekends. All registered NKU students are automatically members of the Campus Recreation Center and may also purchase supplemental or family recreation center memberships.

Students can play on intramural sports teams; relieve stress with a yoga class in the Norse fitness program; climb on the bouldering wall; get involved and join sports club teams as they compete and travel to other schools; and achieve fitness goals by working with a personal trainer through the Personal Training program. The mission of the Campus Recreation Department is to enhance student and university community success by advocating and providing inclusive, developmental opportunities that promote student engagement, lifelong learning and healthy behaviors. A valid NKU All Card is all that is needed to get started.

Campus Recreation Center

- New natatorium with 8-lane competition pool, dive well, active shallow water area, whirlpool and sauna.
- 6 basketball courts
- 17,000 square feet of weight/fitness space
- 3 multipurpose rooms
- 2 racquetball courts
- MAC gym for indoor soccer and floor hockey
- Bouldering Wall
- New locker rooms and sauna
- Lounge and study areas.
- Outdoor courtyard with Sand Volleyball Court

Career Services

Career Services offers an integrated program of services that emphasize the developmental nature of career decision making: self-exploration, career exploration and world-of-work knowledge, job-search skill development, and career transition assistance. These services are available without charge to undergraduate students, graduate students and alumni of NKU and may include the following specific activities: career advising, resume and job search assistance, interview preparation, and cooperative education coordination (cooperative education credit, CEP 600, is available at the graduate level at NKU in a few select programs).

Numerous online resources are provided through the Career Services website, including the Norse Recruiting job database; the InterviewStream interview preparation software; and Going Global international career and employment information. Career Services is the university's liaison to area corporations and organizations, inviting these employers for on-campus interviews, career fairs, information sessions, and other events. Employers are encouraged to post co-op, internship, and full-time positions to the Norse Recruiting database. Graduate students seeking employment should activate their Norse Recruiting account by visiting the Career Services website. Career Services is located in University Center, Suite 225. For additional information, call 859-572-5680 or visit <http://career-services.nku.edu>.

Center for Student Inclusiveness

Center for Student Inclusiveness includes African-American Programs and Services, Disability Programs and Services, Latino Programs and Services, and LGBTQ Programs and Services. These departments have a strong brand and identity with the Center for Student Inclusiveness serving as catalyst for inclusion, diversity, collaboration and innovation. The CSI is a progressive and transformative approach that places inclusive excellence at the center of student life and provides student centered programming that aligns with NKU's core value of being "a community that embraces inclusiveness, diversity, and global awareness."

The Center is located in Student Union 309 and can be contacted at 859-572-6684 or csi.nku.edu.

African American Programs and Services

African American Programs & Services (AAP&S) mission is to facilitate a support system which advocates academic excellence, celebrates African/African American culture, and engages students with faculty, staff, and alumni. We provide opportunities that help African American students develop academically and socially by offering programs and services in self and cultural identity, leadership, career exploration, and community building.

For more information, the office can be contacted at aaps@nku.edu or online at <http://aaps.nku.edu>.

Disability Programs & Services

NKU is an area leader in providing comprehensive programming and accommodations to students with disabilities. Buildings and campus facilities are strategically located in a close geographical area providing easy accessibility. A wide variety of services and programs are available through the Office of Disability Programs & Services and these include:

- Consultation for disability issues for faculty, staff and students
- Advanced priority registration
- Accessible classroom seating
- Extended time/quiet environment test proctoring
- Alternative textbooks
- Assistive technology

Students must register with Disability Programs and Services in order to receive reasonable academic accommodations. For more information contact Disability Services at 859-572-6684, disability@nku.edu or stop by Student Union, Suite 309 or visit the website at <http://disability.nku.edu>.

Office of Latino Programs and Services

The Office of Latino Programs and Services strives to improve and enhance the educational experience of Latino students at Northern Kentucky University by implementing academic, cultural and social programs designed to address their needs and further their success. We are located in Votruba Student Union room 313 and can be reached at 859-572-6013 or online at <http://latino.nku.edu/>.

LGBTQ Programs and Services

The Office of LGBTQ Programs and Services promotes education, awareness, and advocacy for the lesbian, gay, bisexual, transgender, questioning, and ally community at NKU.

LGBTQ Programs and Services coordinates the campus-wide Allied Zone Training program, Trans Ally trainings, Speak Out trainings, several different workshops, and classroom presentations. Through collaborative efforts with African American Programs and Services, Latino Programs and Services, and Disability Programs and Services, and with partners across campus, we work to promote an inclusive environment for all members of the NKU community.

LGBTQ Programs and Services provides programming during October's LGBTQ History Month (including a celebration of National Coming Out Day, Ally Appreciation Day, and Asexual Awareness Week), Transgender Day of Remembrance, World AIDS Day, National Day of Silence, and Norse PRIDE Week. The office also coordinates Inside Out, a confidential coming out group for students, the LGBTQ Ambassador Program, and collaborates with Common Ground to facilitate Speak Out Panels of students who are available for classroom visits. A LGBTQ Peer Mentor Program is available for students new to NKU and/or the LGBTQA.

The office has strong partnerships with numerous LGBTQ community and state organizations in Kentucky and Ohio and also serves as a consultant to businesses, K-12 educators, and community organizations. The office is located in Votruba

Student Union 309 and can be reached at 859-572-5835, lgbtq@nku.edu or online at <http://lgbtq.nku.edu>.

Community Connections

Community Connections provides non-credit courses in a broad range of topics for personal enrichment, professional development and continuing education. Programs are offered in NKU classrooms, onsite at area businesses and in various online formats with opportunities for life-long learning through test preparation, world languages, summer camps, professional workforce training, business certificates and completion of CEUs. The Continuing Education Catalog is online at <http://communityconnections.nku.edu>. More information can be obtained by email (connect@nku.edu) or phone (859) 572-5600.

Health, Counseling and Student Wellness

Health, Counseling and Student Wellness provides a variety of preventive and acute-care services to promote the physical and mental health of students. Registered nurses and nurse practitioners provide treatment for acute illnesses or injuries during regular office hours. Non-prescription medications and prescriptions are available, as well as screening for hearing, vision, diabetes, blood pressure, and pregnancy. Mental health professionals provide assessment, diagnosis, and short-term treatment for a variety of issues, including adjustment stressors, relationship challenges, anxiety, depression, and other general mental health concerns. Health, Counseling and Student Wellness staff are also available for educational programming that addresses mental and physical health needs of students. Faculty and staff are encouraged to consult with the Health, Counseling and Student Wellness office regarding specific student needs. For additional information stop by University Center 440 or call 859-572-5650 or visit <http://hcswnku.edu/>.

University Housing

University Housing provides students with an affordable, safe and supportive environment that promotes academic and personal success. For a virtual tour of all room types, visit <http://housing.nku.edu>. Living options for NKU students include apartments, traditional residence halls and suite-style units. Amenities include computer labs, laundry facilities, study space, and 24 hours staffing. One fee covers all housing costs including high-speed Internet and utilities. Flexible meal plans and dining options are available to meet every student's needs. Financial aid and scholarships may be applied toward your housing and dining fees. For more information or a tour, please contact the Office of University Housing at 1-866-572-5676, or via email at housing@nku.edu. Currently, NKU does not provide married or family housing.

International Student and Scholar Services

International Student and Scholars Services (ISSS) supports all prospective and current international students (non-immigrants). The office issues the required documentation (Form I-20 and DS-2019) for all newly admitted undergraduate and

graduate students, granting them the opportunity to apply for a student visa at a U.S. consulate or embassy abroad. The office handles all recruitment and admission of international undergraduate students including admission policies and standards. In addition, ISSS offers various programs to educate students about American life and culture and expose the greater NKU community to international students on campus. The office is located in University Center 305.

W. Frank Steely Library

The W. Frank Steely Library, located in the center of campus and online, partners with many campus departments to support the academic achievement and success of NKU students. The library provides a variety of services and resources including wireless access, laptop checkout, a coffee shop, group study rooms, and computers with Internet access and Microsoft Office products. The media collection offers streaming music and video, in addition to CDs, DVDs, audiobooks, and software. An eContent area provides computers with multimedia software such as Photoshop, Acrobat Professional, Dreamweaver, and InDesign.

Other special services (found at <http://steelylibrary.nku.edu/services.html>) include research consultation (in person, by phone, by email, by chat, or by appointment); classroom instruction and embedded librarians via Blackboard courses; web-based research guides and tutorials; SourceFinder (a document delivery service for obtaining materials not available at Steely Library); access to almost 200 databases, many with full-text documents; and a growing collection of electronic books. Steely Library is also a depository for many federal government publications and is a member of the U.S. Patent Office's Patent and Trademark Resource Center system. The Eva G. Farris Special Collections and Schlachter University Archives contain materials related to the history of NKU and materials documenting the history and heritage of the northern Kentucky region, the Ohio River valley, the Underground Railroad, Appalachian writers, and military history. Steely Library has reciprocal borrowing agreements with the University of Cincinnati's Langsam Library and the three northern Kentucky public library systems in Boone County, Campbell County, and Kenton County. Students and faculty may use their NKU All Card to borrow materials from these libraries. Please visit the library's home page for more information about its facilities and services.

Parking

All students who operate and park a motor vehicle on the Highland Heights campus must properly display a current parking permit on their vehicle and must park their cars in appropriate parking areas. During the online registration period, a parking permit may be ordered via the parking services' website at <http://parking.nku.edu>. Three weeks prior to the start of classes, the permit will be mailed to the address indicated on the online registration form. After the online registration period ends, permits must be purchased at the parking services office located at the welcome center.

All parking citations must be paid before a permit can be purchased for the next academic year. Lost or stolen parking permits should be reported immediately to parking services. Lost or stolen permits may be replaced for a fee of \$25.

University Police

The University Police Department is a full-service, accredited, state-certified law enforcement agency. The mission of the police department is to serve, educate, and protect the public through community collaboration, problem recognition, problem resolution and police action. In addition to law enforcement activities, specialty programs are offered such as target hardening training designed to reduce incidences of sexual assault, Crime Prevention, Drug and Alcohol Awareness, and Active Shooter Response Training. Students, faculty, staff and visitors are strongly encouraged to report criminal activity or potential criminal action and any other emergency by dialing 911 from any campus telephone. Non-emergency calls can be made to 859-572-5500 at any time. Also, there are 66 emergency call boxes located throughout the campus that provide direct access to the University Police. All faculty, staff and students are encouraged to sign up for the Norse Alert Emergency Text Messaging System.

This and other useful information can be found by visiting <http://police.nku.edu/>.

Office of the University Registrar

The Office of the University Registrar is responsible for official student and curricular records. Staff members handle course and room scheduling, degree audit, and produce the registration guide, the academic calendar, and the schedule of classes.

The Office of the University Registrar processes requests to add, drop, or withdraw from courses; audit courses; repeat courses; change courses to pass/fail status; enroll in multiple sections of courses; change student names and addresses; change, add, or drop a student's majors, minors, or focus; change or establish residency; declare academic renewal; and graduate from the university.

The Office of the University Registrar also handles course registration, processes enrollment for all incoming and outgoing students who are enrolling through the Greater Cincinnati Consortium of Colleges and Universities or the Southwestern Ohio Council for Higher Education, processes graduation applications, handles enrollment verification for any purpose, is responsible for maintaining and issuing official NKU transcripts, and processes and awards credit for prior learning, as well as for CLEP, DSST, IB, Portfolio, ACE, and military- and Department of Defense-approved institution attendance. The Office of the University Registrar is located in Lucas Administrative Center 301.

Schedule of Classes

The schedule of classes and the priority registration schedule are available at http://www.nku.edu/class_sched/.

Residency Status

The Office of the University Registrar is also responsible for reviewing residency status. Changing an address to Kentucky is not sufficient to change residency status for tuition purposes. The residency review affidavit must be completed and submitted to the Office of the University Registrar within 30 days of the first class day for the fall and spring semesters.

During the summer semester, the residency review affidavit must be completed and submitted to the Office of the University Registrar within 10 days of the start of the session. For further information regarding residency status visit <http://registrar.nku.edu/Residency.html>.

Testing Services

Testing Services provides standardized and proctored examinations in a convenient and secure testing environment for the NKU community and region. Testing Services adheres to the standards set forth through the National College Testing Association. Tests offered include admissions tests, such as the National ACT and Residual ACT; Credit-by-Examination (CLEP and DSST); PRAXIS (Professional Assessments for Beginning Teachers), Informatics Competency Exams, and distance learning examinations. National certification and licensing exams through Pearson VUE, Castle, Kryterion, and Comira are also available through Testing Services. In addition, Testing Services offers accommodated testing for those students who are registered with Disability Programs and Services. Finally, Testing Services acts as the hub for Credit for Prior Learning and Prior Learning Assessment at NKU. For additional information, call (859) 572-6373 or visit <http://testing.nku.edu>.

TUITION AND FEES

Office: Student Account Services

Location: Lucas Administrative Center 235

Telephone: 859-572-5204

Fax: 859-572-6087

Email Address: studentaccounts@nku.edu

Web Address: <http://studentaccounts.nku.edu>

Director: Kim Graboskey

Other Key Personnel:

Associate Director: Jim Woll

Assistant Director: Brandon Billiter

The Office of Student Account Services is responsible for assessment and collection of student tuition and fees. Hours are subject to change as necessary and are posted outside the office and on the Student Account Services website.

Please visit the website for complete tuition information. Students should be certain to note that there are different tuition classifications for graduate students: resident, metro, and non-resident rates. There also are different rates for specific programs or sites.

Information about fees is included on the Student Account Services website. Below is a list of some of the fees that students may encounter after enrolling at NKU:

- Course fees - Course fees are charged for specific classes. Information about course fees is included in the schedule of classes.
- Late registration fee - Students registering as of the first day of the term will be assessed a late registration fee.
- NKU Installment Plan enrollment fee - Students not paid in full by the original due date of the semester will automatically be enrolled in the NKU Installment Plan and charged a \$50 payment plan enrollment fee for participating in the installment plan.
- Account maintenance fees - Any outstanding balances at the end of each month will be assessed a 1.25 percent account maintenance fee.
- Returned check fee - Students whose E-check or payment gets returned by their bank to Student Account Services as unpaid will be charged a fee.
- Graduation fee - Students are charged a fee at the time they apply to graduate.
- Campus recreation fee - All students are charged an additional, per credit hour student recreation center fee as approved by the Student Government Association and NKU's Board of Regents.

Registration Agreement

By registering for classes, you (the student) enter into a legally-binding contract to pay all tuition and fees, including any non-refundable fees. Please refer to the NKU Registration Agreement - Terms and Conditions, which is acknowledged by

acceptance upon class registration, at the following website: (<http://studentaccounts.nku.edu/agreement.html>).

Account Statements

Account statements are sent **ONLY** to the student's NKU email address. Account statements are not sent via the U.S. Postal Service. They are sent at the end of every month. Students should be sure to regularly check their NKU email accounts. Failure to read the email statement does not relieve the student of the financial obligation to the university.

Payment Methods

1. Online via myNKU - Biller Direct Tab: E-Check Payments (No Fee) and Credit Cards (VISA, Master Card, AMEX and Discover) Accepted (2.5% service fee)
2. By Mail - Student Account Services, AC 235 Nunn Drive, Highland Heights, KY 41099.
3. In Person - The office is located on the second floor of the Lucas Administrative Center. Credit card payments are not accepted in the office.

NKU Installment Plan

Students who do not pay their bill in full by the original tuition due date will automatically be placed into the NKU Installment Plan. Students entering the installment plan will be charged a payment plan enrollment fee of \$50 and will be assessed a 1.25 percent account maintenance fee each month. Payments are due according to the following schedule:

1. 50 percent of the full balance is due on the original tuition due date.
2. An additional 25 percent of the charges is due 30 days after the start of the semester, bringing the total paid to 75 percent of the bill.
3. The remaining balance is due 60 days after the initial due date. Accounts must be paid in full by the close of business on that day.

Cancellation of Classes for Non-payment

Students enrolled in the NKU Installment Plan who do not pay 50% of their total charges will be at risk for cancellation of their classes for non-payment. Minimum payment criteria must be met by the due dates to avoid course cancellation for non-payment. Students who have their classes cancelled as a result of non-payment are responsible for 100% of their original bill. Students who fail to have their financial aid in place when the semester begins will be responsible for paying their bill in accordance with options 1 or 2 above and can later receive their financial aid as a reimbursement.

Students who register and later change their plans for attendance should not rely on the cancellation for non-payment or

cancellation for non-attendance processes to complete administrative drops for them. Those who no longer wish to be enrolled must drop their courses via myNKU and officially withdraw for accurate determination of their financial obligation to the university, if any.

Past Due Notices

Any student whose bill is not paid before the end of the month will be sent a past due notice to his or her NKU email address. Any student *who continues* to remain unpaid by the fourth notice will receive the final warning letter at the student's standard address on file with the registrar as well as at his or her NKU email address. *This is the final* warning to a student before the account is turned over to a professional collection agency. Students should make necessary financial arrangements with the Student Account Services Office before an account is turned over to a collection agency because additional fees are incurred once the account is turned over for collection.

Collections

The student is responsible for all outstanding debts and contracts with the University, including but not limited to institutional charges for tuition & fees, room & board, parking citations and registration, library fines, course books, insurance, class resource materials etc. The University reserves the right to assess financial penalties on any indebtedness. By accepting the Registration Agreement, the student agrees to reimburse NKU the fees of any collections agency (regional or state), which may be based on a percentage at a maximum of 33.3% of the debt; all fees, costs and expenses, including attorney's fees that NKU may incur in such collection efforts on my behalf. Any past due accounts may be referred to an outside collection agency which could result in such fees for collection. Any accounts sent to collection are assessed a collection fee on their full unpaid balance and are reported as a delinquent account to the credit bureaus. If the account remains unpaid at the collection agency, the account will be sent to the Kentucky Department of Revenue for collection.

Refunds

7-Day Hold

All refunds are subject to a maximum 7-day hold before disbursement. This period is used to ensure that funds have been received by the university, allow for adjustments, and ensure accuracy of the refund being disbursed. Students who fail to receive a refund within seven days should contact Student Account Services Office at 859-572-5204.

Refund Calculations

Any refund is subject to the last day to cancel classes and receive tuition refunds for each term as published on the NKU academic calendar on the Registrar website. A reimbursement of some or all tuition depends on when a student drops a class, or several classes, and whether the student adds other classes. Refunds are calculated based on the number of financially equivalent hours, not academic hours. This means that a student who drops and adds the same number of credits does not necessarily end up with the same tuition bill as he

or she would have gotten for the initial set of courses. For example, if a student originally had 15 credit hours and dropped 5 credit hours during the 50 percent tuition adjustment period, the student would be charged for 12.5 hours (15 credits less half of 5 credits = 12.5 credits). If the student added five credits at the same time, the student would be charged for 17.5 hours. The formula to determine financial equivalent hours follows:

Previous academic hours - (dropped hours * tuition adjustment percent) + added hours = financial equivalent hours charged.

To determine refund eligibility, calculate:

New tuition charge - previous tuition charge = difference.

If the difference is negative, the student is due a refund; if the difference is positive, the student owes money to the university.

Direct Deposit

Students are encouraged to use their checking account to sign up for direct deposit to receive refunds. In myNKU, click on the Biller Direct Tab, then select Manage Bank Accounts, Add Account, Enter Bank Account Details, Check Box for Account to Refund, Click Review, Click Confirm. Full instructions are available on the Student Account Services website. Direct deposit refunds are processed daily.

1098-T

NKU now electronically provides students with the Internal Revenue Service required 1098-T Tuition Statement form. The electronic 1098-T form may be used for all income tax purposes and is sanctioned by the Internal Revenue Service. By eliminating hard copies of this paper tax document and providing an electronic copy through myNKU's web system, the risk of identity theft associated with postal delivery is reduced. The 1098-T form will be available for viewing and printing from myNKU online portal system on or before January 31st of the year following the tax year reported. All future 1098-T forms will be furnished electronically. Students will receive an e-mail notification each January when the electronic 1098-T form is available. Electronic delivery will remain in effect each year unless the student opts out and specifically requests a hard copy by emailing studentaccountservices@nku.edu.

Tuition Reimbursement for Employed Students

In order to comply with federal regulations surrounding Truth-in-Lending disclosures, Northern Kentucky University does not have an Employer Reimbursement Plan. If a student is receiving tuition reimbursement from their employer, the student will initially be responsible for paying the first semester up front through a variety of options (i.e. government loans by filing the FAFSA, alternative loans, savings, etc.) or any combination of these and other financial resources. Once they complete their first semester, they can use the reimbursement that they receive from their employer to pay for the next semester, and continue this process for subsequent semesters until the final

employer reimbursement is made, at which time those funds can go to pay off any loans that were taken out and/or replenish any savings that were depleted to fund the first semester. At the end of each semester, the employer will usually ask for a copy of an account statement indicating the balance has been paid and by what means. The student may print off their account statement via their myNKU account under the Biller Direct tab and the Pay Your Bill link. To avoid any additional fees, the balance will need to be paid in full by the tuition due date each semester. Students are automatically enrolled in the NKU Installment Plan if they have not paid their account balance by the tuition due date.

Matriculated Student Tuition Policy

NKU students enrolled in an undergraduate program of study will be charged for all classes at the undergraduate rate. NKU students enrolled in graduate programs of study (including provisional) will be charged for all classes at the graduate rate. NKU students dually enrolled in two different degree level programs of study (i.e. undergraduate and graduate or graduate and professional) will be charged at the highest degree level of courses registered. NKU students enrolled in the law program of study will be charged law program rates for all courses registered. Any NKU student changing their primary enrolled program after the published full session drop/add period for that term will be charged for that semester at the original enrolled program of study rate: i.e. undergraduate program to graduate program, graduate program to undergraduate program, as well as graduate program to professional program, professional program to graduate program.

Financial Audit

All student account activity is subject to financial audit at any time. If the result of an audit indicates a change is needed, it may include an administrative adjustment. This could result in the student owing the university more money, or it may result in the student receiving a refund, depending on the outcome of the audit.

Financial Assistance

Approved financial assistance is applied directly to a student's account. If the assistance is not showing, the student should contact the Office of Student Financial Assistance at 859-572-5143 or toll free at 888-225-4499.

Students receiving financial aid may obtain a temporary deferment of their financial obligation(s) if the financial aid process is complete (that is, estimated aid is viewable on the student's account and covers at least 50 percent of the entire account balance owed). At the time the financial aid is disbursed to the student account, the Student Account Services Office will deduct any balance due the university. Students who fail to have their financial aid in estimate status and viewable on the student's myNKU account when the semester begins will be responsible for paying their bill and will later receive their financial aid as a reimbursement.

Third-Party Billing

Students who have a tuition sponsor (such as an embassy, government program, or any other agency/business outside Northern Kentucky University) billed on behalf of or for all their tuition and fees must provide an official authorization.

The official authorization:

- Must be on agency letterhead
- Must have an official signature
- Must include the billing address of the sponsor
- Contain the name and phone number of a contact person
- Specify the length of the sponsorship
- Specify what fees or portion of fees the sponsor will pay

Once the documentation is provided, the student account will be credited and the sponsor will be billed directly. If authorization is not received, the student will be required to make the full payment by the due date. **Note:** Changes to the student's schedule may affect the authorized payment amount. A student should contact Student Account Services immediately if changes to the schedule affect the tuition and fees charged.

Veterans' Benefits

Students eligible for veterans' educational benefits should contact the Veterans' Resource Station in University Center Room 131, 859-572-7867 or at veteransresource@nku.edu prior to registration.

Official Withdrawal from the University

When a student determines that he or she will NOT be attending NKU for the upcoming semester, the student must drop all of his or her classes through the myNKU portal adhering to all academic calendar deadlines. It is recommended that the student complete the Formal Withdrawal Request form on the registrar's office website.

IF THE STUDENT DOES NOT OFFICIALLY WITHDRAW FROM THE UNIVERSITY, THE STUDENT MAY BE HELD RESPONSIBLE FOR ALL TUITION AND FEES AND MAY ALSO RECEIVE FAILING GRADES FOR COURSES IN WHICH THE STUDENT IS CURRENTLY REGISTERED.

Academic Common Market

The Academic Common Market is a cooperative tuition-reduction agreement among 16 Southern Regional Education Board states. The program allows Kentucky students who are interested in an academic program not offered at a public/state-funded university in Kentucky to pay in-state tuition at participating public/state-funded colleges and universities. The list of programs included in the ACM is revised periodically to reflect the changing needs and offerings of participating states. The 16 states that participate in the ACM are Alabama, Arkansas, Delaware, Florida (graduate-level only), Georgia, Kentucky, Louisiana, Maryland, Mississippi, North Carolina (graduate-level only), Oklahoma, South Carolina, Tennessee, Texas

(graduate-level only), Virginia, and West Virginia. For more information, contact: Academic Common Market Institutional Coordinator, Founders Hall 508, Northern Kentucky University, Highland Heights, KY 41099, 859-572-6578 or the Council on Postsecondary Education, Kentucky ACM Coordinator, Frankfort, KY 40601, 502-573-1555.

FINANCIAL AID

Office: Student Financial Assistance

Location: Lucas Administrative Center 301

Telephone: 859-572-5143

Fax: 859-572-6997

Email Address: ofa@nku.edu

Web Address: <http://financialaid.nku.edu>

Director: Leah Stewart

Other Key Personnel:

Associate Director: Penny Parsons

The Office of Student Financial Assistance creates clear pathways for students and parents to apply for and receive financial aid. Staff will employ creative and innovative approaches to provide personalized service to both current and prospective students as financial aid options are explored. The staff continually strives to exceed the expectations of those they serve.

Free Application for Federal Student Aid (FAFSA)

Students apply for federal, state, and institutional aid programs by completing the FAFSA online at fafsa.gov. The FAFSA is available as of January 1 of every year.

To be considered for aid for the academic year or for fall semester only, the FAFSA should be submitted by February 1. Applications submitted after the priority date will be considered if funds are available.

FAFSA Deadlines

FAFSA available	January 1
FAFSA Fall Semester Priority Deadline	February 1
FAFSA Spring Semester Priority Deadline	November 1
*FAFSA Summer Priority Deadline	February 1

*Students who wish to apply for a summer term should contact the NKU Office of Student Financial Assistance.

Eligibility to Receive Financial Aid

To receive financial aid, a student must be enrolled in a program leading to a degree or certificate. Graduate students must be in degree programs. Transient or non-degree student enrollment does not qualify for financial aid consideration.

During any semester, a graduate student must be enrolled for at least 4 semester credit hours to receive a student loan and 7 semester credit hours to be considered a full-time student.

In order to determine eligibility, students must be fully admitted to NKU, and they must annually complete the FAFSA if they are applying for federal or state financial aid or for other special programs that indicate the FAFSA is required. Students will not be awarded federal, state, or institutional aid until their

FAFSA is complete. Students must also be maintaining satisfactory academic progress according to NKU's SAP policy, and must meet all federal, state, and institutional eligibility requirements.

International students are not eligible for federal financial aid. International students may be eligible for university-sponsored scholarships listed on the Office of Student Financial Assistance website. Please note any citizenship or residency requirements. International students may also be eligible for alternative loans.

Cost of Attendance

The federal government requires that the Office of Student Financial Assistance establish an annual cost of attendance (COA). The COA includes tuition, room and board, books, transportation, and miscellaneous expenses. The COA differs based on a student's residency (Kentucky resident or non-resident). The COA also differs based on whether it is for an undergraduate, graduate, or law program of study. The COA can be prorated depending on the length of the term. Questions regarding a student's COA should be directed to the Office of Student Financial Assistance.

Award Notification

Students who submit the Free Application for Federal Student Aid (FAFSA) before February 1 for the following academic year will receive notices from three different sources: the federal government, the Kentucky Higher Education Assistance Authority (Kentucky residents only), and NKU. Students will receive notice with instructions to view their myNKU account online to accept or decline the financial aid offer(s). This notice will include financial aid for which the student is eligible (that is, student employment, scholarships, and student loans). Upon acceptance of loans, students need to complete the required loan entrance counseling and master promissory note. These requirements can be completed online.

It is important for students to understand that all financial aid awards are dependent upon institutional, private, state, or federal funding. Notification of any change to financial aid awards will be sent to the student via his or her NKU email address or via U.S. mail.

Satisfactory Academic Progress Policy

Federal regulations mandate that all students make satisfactory, measurable academic progress toward completion of the degree in order to receive federal assistance through Title IV federal grant, work, and loan programs.

This policy will be used to determine eligibility for aid for the 2016-2017 academic year. This policy is current as of the date of this publication and could be subject to change due to federal, state or institutional adjustments. Students should always

review the policy on the Office of Financial Assistance website for the most current information.

First time freshman, new transfer students and new post baccalaureate students are automatically considered to be making satisfactory academic progress during their first academic year. These students will be subject to the standards of satisfactory academic progress at the end of their first academic year and thereafter. An academic year is defined as August to May.

1. NKU's SAP standards comply with the requirements of the U.S. Department of Education.
2. These are financial aid standards only and do not replace or override NKU academic policies.
3. Academic progress will be reviewed at the end of each spring semester. For current students, satisfactory academic progress is usually determined in early June. Students who are not meeting academic progress requirements will be notified by mail as well as through their myNKU.
4. The academic progress of financial aid applicants will be reviewed as NKU receives FAFSA data.
5. It is the student's responsibility to stay informed of the university's SAP standards and policy.

The academic progress of students will be reviewed for

- a. qualitative progress (GPA),
- b. quantitative progress (pace of completion), and
- c. maximum time frame for degree completion.

Students must maintain satisfactory progress in all three areas whether or not they have received financial aid in the past.

Satisfactory Academic Progress Appeals

A letter will notify students who do not maintain good academic standing when they apply for financial aid. Students may be able to appeal to the Financial Aid Appeals Committee. The notification letter contains instructions concerning the appeals process. If the Financial Aid Appeals Committee denies the appeal, the student cannot receive any federal, state, or institutional financial aid and will be responsible for paying tuition out-of-pocket or through another source.

How Withdrawing from Classes Affects Financial Aid

Nonattendance Policy

Students who do not attend their classes are subject to being dropped by their instructors for nonattendance. As a result, these students may lose part or all of their financial assistance. Any remaining balance must be repaid before the student can receive further financial assistance.

Return of Funds Due to Unofficial Withdrawal

Federal financial aid recipients who receive all *F* and *I* grades are subject to federal regulations titled Return of Title IV

Funds. These students are considered unofficially withdrawn at the midpoint of the semester. Without acceptable proof of attendance or participation in class relative to the student's activity beyond the midpoint of the semester, the federal Title IV financial aid credited for the term is refunded to the aid program(s) from which it came at the rate of 50 percent of university charges. Loans are refunded before grants. For example, a student with \$3,500 Federal Subsidized Stafford Loan and \$2,000 Pell Grant fails all of his or her classes for a semester. Assume the charges totaled \$2,000. Federal regulations require that 50 percent ($\$2,000 \times 50 \text{ percent} = \$1,000$) be refunded for the Federal Subsidized Stafford Loan. The student's loan debt decreases, but the student still owes NKU \$1,000 (assuming the student's account balance was \$0).

Acceptable proof of attendance or participation in a class is a letter from a professor, instructor, or academic advisor noting the last date of a student's presence in class or involvement in an academically related activity. Examples of academically related activities are examinations or quizzes; tutorials; computer-assisted instruction; academic advising or counseling; academic conferences; academic assignments, papers, or projects; and attendance at a school-assigned study group. Financial aid recipients receiving all *F* and *I* grades for a given semester are notified by mail of the deadline for submitting documentation of class attendance or participation for the semester. Included in the student's notification is a class attendance verification form that can be completed by the professor verifying attendance. Late certification is not accepted.

NKU is required to comply with Title IV federal regulations in this manner to ensure continued participation in federally funded aid programs.

Return of Funds for Modules (R2T4)

For all programs offered in modules (a course that does not span the entire length of the semester), a student is considered a withdrawal for Title IV purposes if the student ceases attendance at any point prior to completing the payment period or the period of enrollment, unless the school obtains written confirmation that he/she will attend a module that begins later in the same payment period or period of enrollment. To determine if a student who is enrolled in at least one course offered in modules is considered a withdrawal, the student must have begun attendance in the period of enrollment, ceased to attend a course and at the time he/she ceased to attend, he/she was no longer attending any other courses as well.

Return of Funds due to Withdrawal

If a student completely withdraws from the university either voluntarily or involuntarily during a semester, a portion of the federal Title IV aid disbursed to the student must be returned to the financial aid programs. The percentage of Title IV aid required to be returned is based on the percentage of time remaining in the semester as of the student's date of withdrawal. This percentage is equal to the number of calendar days remaining in the semester divided by the total number of calendar days in the semester. Scheduled breaks of more than four consecutive days are excluded from this calculation.

Percent of aid to be returned =

$$\frac{\text{Number of calendar days remaining in the semester}}{\text{Total number of calendar days in the semester}}$$

Example: A student who remains enrolled for 10 percent of a semester will be eligible to keep 10 percent of the total Title IV aid disbursed to him or her. The balance (90 percent) must be returned to the Title IV program(s). Similarly, a student who remains enrolled for 60 percent of a semester will be eligible to keep 60 percent of the total Title IV aid disbursed to him or her. The balance (40 percent) must be returned to the Title IV program(s).

Note: No Title IV aid funds are required to be returned if the student remains enrolled for **more than 60 percent** of the semester.

The date of withdrawal is the date a student officially notifies the NKU registrar's office of his or her intent to completely withdraw from school. If a student unofficially withdraws from school, the Office of Student Financial Assistance will use the midpoint of the semester to establish the student's date of withdrawal.

At the time a student withdraws, Student Account Services will automatically use all or a portion of the student's "institutional refund" as payment toward the amount that must be returned to the Title IV programs. The student may also be required to repay a portion of the aid funds that were directly disbursed to him or her in the form of a residual check. The student will be notified and billed for any grant funds that must be repaid immediately.

Failure to pay will result in a HOLD being placed on the student's account, and the student will not be allowed to register for classes, obtain grades, or obtain an academic transcript. Student loan funds are to be repaid in accordance with the terms of the loan.

Post-Withdrawal Disbursement of Title IV Aid

The Office of Student Financial Assistance will determine if a student is eligible to receive Title IV funds that were awarded but not yet disbursed to the student at the time of his or her withdrawal from school. If the student is eligible for a post-withdrawal disbursement, the Office of Student Financial Assistance will first apply these funds to the student's outstanding university charges (if any). Any remaining amount of the post-withdrawal disbursements will be mailed directly to the student.

Worksheets used to determine the amount of refund or Return of Title IV aid are available upon request from the Office of Student Financial Assistance.

Donovan Scholars

The Herman L. Donovan Fellowship for Older Adults program allows Kentucky residents 65 years of age or older to pursue credit-bearing coursework at NKU for a degree or for personal enrichment without payment of application fees or tuition. Donovan Scholars are responsible for books, supplies, parking,

and applicable taxes. Noncredit courses are not included in this benefit. Upon applying for admission, students must submit proof of age. The tuition award is posted to the student's account by the Office of Student Financial Assistance.

Graduate Assistantships

Eligibility

To serve as a graduate assistant (GA), one must be enrolled (fully, provisionally, or conditionally) in a graduate certificate or graduate degree program.

Students admitted as non-degree may be appointed as graduate assistants with the approval of the Vice Provost for Graduate Education, Research & Outreach or designee. Students with concurrent admission (graduate and undergraduate) may not be appointed as graduate assistants.

Requirement for Continuance of Assistantship

A graduate assistant must have a graduate grade point average of 3.0 or above to receive or retain an assistantship. To retain an assistantship, a GA must perform at a satisfactory level in his/her academic program and his/her assistantship responsibilities.

Credit-hour Requirement

A graduate assistant must be enrolled at NKU in a minimum of six semester hours of graduate credit during each semester he/she is serving as a GA. Exceptions will be considered on a case-by-case basis by the Vice Provost for Graduate Education, Research & Outreach or designee. International students are eligible to be hired as graduate assistants.

Definition of Full-time Graduate Assistant

A full-time graduate assistant will work either 20 or 24 hours per week for 16 weeks in each of the fall and spring semesters of one academic year. A graduate assistant appointed for fewer is considered a part-time graduate assistant. International students may not work more than 20 hours per week.

Benefits

Graduate assistants receive a stipend for the work performed and tuition up to a maximum of nine hours per fall and spring semesters. Tuition is paid at the standard (non-business) in-state rate. Non-Kentucky residents are required to pay the difference between the in-state tuition paid by the assistantship and their actual university assessment.

Student Employment

Students may elect to work to assist with meeting educational costs and living expenses.

NKU administers the federal work-study program and an institutional student employment program. NKU administers these programs in accordance with the laws, federal and state regulations, and instructions issued by or on behalf of the Department of Education, as well as its own institutional policies. The

federal work-study program provides funds for students with financial need. These funds are earned through part-time employment and assist in financing the cost of postsecondary education.

Student workers must be enrolled for at least six credit hours during the fall and spring semesters. U.S. citizens are allowed

to work a maximum of 25 hours per week during the academic year and a maximum of 35 hours per week during the summer session. For summer employment, the student must have been enrolled in the previous spring or intend to enroll for the upcoming fall semester. International students are allowed to work a maximum of 20 hours per week during the academic year and must be enrolled for 12 hours per semester.

COLLEGE OF ARTS AND SCIENCES

Location: Steely Library 410

Telephone: 859-572-5495

Fax: 859-572-6185

Email Address: deanaands@nku.edu

Web Address: <http://artsience.nku.edu>

Dean: Katherine P. Frank

Other Key Personnel:

Assistant Dean and Director of the Advising Center:
Amy M. Racke

Associate Dean: Gail Mackin

Associate Dean: Judy Voelker

Director of Administration, Planning, and Assessment:
Charita Brewer

Director of Development: Kelly Jones

Interim Director of Integrative Studies: Rudy Garns

Assistant to the Dean: Annette Pendery

The College of Arts and Sciences is not only the largest of the six colleges at Northern Kentucky University, but we also offer the most diverse collection of undergraduate and graduate degree programs and the widest array of general education courses. All students will discover something of interest in our classes and leave better prepared to solve problems, create, discover, communicate, and influence their communities and the world around them. At present, the college has approximately 5000 undergraduate and 250 graduate students enrolled in programs taught and supported by more than 500 faculty and staff. Graduate students in Arts and Sciences may choose from among 11 graduate certificates and master's degrees. Explore our websites and plan a visit to campus. Come talk with us, view our facilities, and mingle with our current students. We stand committed to you and the community we serve.

We look forward to welcoming you to the College of Arts and Sciences and helping you succeed throughout your university experience and beyond!

Department of English

Location: Landrum 500

Telephone: 859-572-5416

Fax: 859-572-6093

Email Address: alberti@nku.edu

Web Address: <http://englishgrad.nku.edu>

Department Chair: Emily Detmer-Goebel

Other Key Personnel:

Program Director, Master of Arts in English: John Alberti

The Graduate Program in English is a multi-faceted program for students seeking advanced study of literature, professional writing, creative writing, composition and rhetoric, and/or cultural studies either for career preparation and advancement or personal enrichment. The program includes the Master of Arts in English, Certificate Programs in Composition and Rhetoric, Creative Writing, Cultural Studies and Discourses, and Professional Writing. In addition, the Graduate Program in English supports other graduate programs on campus, including the Master of Arts in Integrative Studies, Communication, and

graduate programs in the College of Education and Human Services.

English, M.A.

Emily Detmer-Goebel, Ph.D., Department Chair

John Alberti, Ph.D., Graduate Program Director

Admission

Applications for admission must be completed online. Please submit all materials to the Office of Graduate Education, AC 302, Nunn Drive, Highland Heights, KY 41099. For maximum consideration, submit all materials by the priority deadline of July 1 for the fall semester and November 1 for the spring semester. If space permits, applications from qualified candidates may be considered after those dates.

Regular Admission

To be considered for regular admission to the Master of Arts in English program, applicants will need to complete and submit the following:

1. An application for graduate admission to Northern Kentucky University
2. An official transcript indicating a bachelor's degree in English or a related field from a regionally accredited institution with a minimum GPA of 3.0 on a 4.0 scale in major or cognate area coursework. **Candidates with excellent writing skills and degrees outside English may be considered.**
3. Official transcripts for all undergraduate and graduate work
4. Two letters of reference (please use forms which can be downloaded at <http://gradschool.nku.edu/admissions/applicationforms.html>).

Other Admission Status

Applicants not meeting all criteria for regular admission to the MAE may be admitted conditionally or as a non-degree graduate student if substantial evidence suggests the candidate can succeed in the program.

Teachers' Rank Change

For candidates who already hold a teaching certificate in Kentucky, Ohio, or Indiana, the MAE may serve as a functionally relevant master's degree. Check with the appropriate state education board to verify requirements. The MAE does not lead to initial teacher certification. At Northern Kentucky University, the Master of Arts in Teaching is the approved master's level program for obtaining an initial teaching certificate.

Program Curriculum

The Master of Arts in English degree requires at least 30 hours of coursework, distributed as follows:

Core Courses (15 credit hours)

- ENG 600 Introduction to Graduate Studies (3 credits)

Two of the following three courses (6 credit hours)

- ENG 544 Research/Methods in Professional Writing (3 credits)
- ENG 556 Composition Theories (1-3 credits)
- ENG 582 Special Topics in Literature (3 credits)

Two of the following three courses (6 credit hours)

- ENG 725 Theory and Craft of Creative Writing (3 credits)
- ENG 735 Readings In Composition (3 credits)
- ENG 755 Readings in Literary Studies (3 credits) Capstone
- ENG 799 Capstone Presentation (0 credits)

Electives (15 credit hours)

Selected from ENG OR CIN courses numbered at 500 or above.

Total Hours: 30**Course Requirements**

Students need to be aware of the following requirements of the program:

1. Twenty-one credit hours must be at the 600 level or above.
2. A maximum of 12 credit hours of transfer credit will be allowed.
3. Two graduate courses from another NKU program may be approved for credit toward the MAE.
4. Overall GPA must be a minimum of 3.0 to qualify for graduation.
5. No more than six hours of C grade will be counted toward the MA in English. Students may retake, only once, any course. Students should be aware that a given course may be offered only infrequently.

Program of Study

New candidates for the MA in English must enroll in ENG 600 Introduction to Graduate Studies (3 credits) during one of the first two regular semesters (spring or fall) of their enrollment in the program.

Transfer work

With some restrictions, the program may accept 12 hours of credit transferred from other institutions. The program may accept up to nine credit hours a student earns as a non-degree student at NKU.

Independent Study

Subject to approval by the graduate program director, candidates may take independent study or readings courses. The University currently limits such courses to no more than 20% of the course work (6 hours for MAE students). Capstone re-

search hours, practicums, and internships are exceptions. Before signing up for an independent study, candidates must have the approval of both the graduate program director and the instructor. In addition, the instructor must be a member of the graduate faculty. A syllabus that describes the course topic, reading list, assignments, and learning objectives must be on file with the graduate program director before an independent study course can be approved.

Teaching Program

With approval of the graduate program director and the writing instruction program director, outstanding candidates may be permitted to work closely with the Writing Instruction Program Director and one or more experienced faculty members to gain experience teaching in the college classroom.

Capstone Presentation

At the end of their final semester, candidates will make a public oral presentation based on their work in the program. Students should check their handbook and/or with the graduate program director for details regarding the capstone presentation.

Composition and Rhetoric Certificate

Emily Detmer-Goebel, Ph.D., Department Chair

John Alberti, Ph.D., Graduate Program Director

Introduction

The Composition and Rhetoric Certificate is a non-degree, graduate certificate program composed of 18 credit hours of specialized courses designed to explore the theoretical and pedagogical issues pertaining to the study of writing through rhetorical and composition theory. The Composition and Rhetoric Certificate is appropriate for candidates planning to teach writing at the undergraduate level or secondary level, as well as those interested in furthering their knowledge of writing in the professions, as a social practice, and to effect change. Credits earned toward the Composition and Rhetoric Certificate may apply to or be transferred into the Master of Arts in English (MAE) at the graduate program director's discretion. If certificate coursework is applied to the MAE program, this certificate coursework can be no more than six years old at the time of graduation from the MAE program. Candidates must complete all coursework for the certificate program within six years, including any transfer work.

Admission

Application to the Composition and Rhetoric Certificate requires the following:

1. An application for graduate admission to Northern Kentucky University.
2. Official transcripts for all undergraduate and graduate work.
3. A bachelor's degree from a regionally accredited institution.
4. An undergraduate GPA of at least 2.5 on a 4.0 scale.
5. A grade of *B* or higher on all graduate work that may apply to the certificate.

At the discretion of the graduate program director, a writing sample may be required for evaluation and undergraduate courses recommended for applicants who did not focus on English or writing at the undergraduate level.

Certificate Program Curriculum

The Certificate in Composition and Rhetoric requires 18 hours of coursework, as follows:

Core Hours (3 credit hours)

- ENG 556 Composition Theories (1-3 credits)

Electives (15 credit hours)

Selected from the following

- ENG 544 Research/Methods in Professional Writing (3 credits)
- ENG 546 Grant Writing (3 credits)
- ENG 600 Introduction to Graduate Studies (3 credits)
- ENG 630 The Teaching of Composition (3 credits)
- ENG 632 New Media and Professional Writing (3 credits)
- ENG 636 Issues in Professional Writing (3 credits)
- ENG 638 Theories of Community Literacy (3 credits)
- ENG 639 Fieldwork in Community Literacy (3 credits)
- ENG 645 Topics in Contemporary Rhetoric (3 credits)
- ENG 646 Composition and Rhetoric Practicum (3 credits)
- ENG 647 History of Rhetoric (3 credits)
- COM 671 Media Criticism (3 credits)

Total Hours: 18

Creative Writing Certificate

Emily Detmer-Goebel, Ph.D., Department Chair

John Alberti, Ph.D., Graduate Program Director

Introduction

The Creative Writing Certificate is a non-degree, graduate certificate program composed of 18 credit hours of specialized courses designed to explore, in an intensive workshop environment, the theoretical and practical concerns of creative writers today. The Creative Writing Certificate is appropriate for candidates with experience in creative writing at the undergraduate level or extensive professional or independent experience as creative writers.

Credits earned toward the Creative Writing Certificate may apply to or be transferred into the Master of Arts in English (MAE) at the graduate program director's discretion. If certificate coursework is applied to the MAE program, this certificate coursework can be no more than six years old at the time of graduation from the MAE program. Candidates must complete

all coursework for the certificate program within six years, including any transfer work.

Candidates should refer to the graduate catalog in effect when they are accepted to this or another NKU certificate program to determine the extent to which credit hours may be applied to more than one NKU certificate or degree program. Candidates whose transcripts do not show substantial undergraduate preparation in creative writing may be asked to submit a writing sample.

Admission

Applications to the Creative Writing Certificate require the following:

1. An application for graduate admission to Northern Kentucky University.
2. Official transcripts for all undergraduate and graduate work.
3. A bachelor's degree from a regionally accredited institution.
4. An undergraduate GPA of at least 2.5 on a 4.0 scale.
5. A grade of *B* or higher on all graduate work that may apply to the certificate.

At the discretion of the graduate program director, a writing sample may be required for evaluation and undergraduate courses recommended for applicants who did not focus on creative writing at the undergraduate level.

Certificate Program Curriculum

The Certificate in Creative Writing requires 18 hours of coursework, representing at least two genres of creative writing and four different course numbers, selected from the following:

- ENG 542 Teaching and Practice/Creative Writing (3 credits)
- ENG 600 Introduction to Graduate Studies (3 credits)
- ENG 622 Poetry Writing Workshop (3 credits)
- ENG 624 Fiction Writing Workshop (3 credits)
- ENG 626 Novel Writing Workshop (3 credits)
- ENG 628 Creative Non-Fiction Workshop (3 credits)
- ENG 722 Prose Writing Workshop (3 credits)
- ENG 724 Emerging Genres in Creative Writing (3 credits)

Total Hours: 18

Students are encouraged to take additional coursework that focuses on both historical and contemporary literature to increase their exposure to notable writers and texts.

Cultural Studies and Discourses Certificate

Emily Detmer-Goebel, Ph.D., Department Chair

John Alberti, Ph.D., Graduate Program Director

Introduction

The Cultural Studies and Discourses Certificate is a non-degree, interdisciplinary, graduate certificate program composed of 18 credit hours, including a course that provides an overview of the field, specialized courses designed to explore both theoretical and practical applications, and coverage of both domestic American and global perspectives. The Cultural Studies and Discourses Certificate is appropriate for candidates who wish to gain knowledge of how language works in society and those who wish to show a concentration in this field within the MA in English or the MA in Communication. The program is housed in the Department of English, and its development is overseen by an advisory committee co-chaired by the graduate program directors in the Departments of Communication and English.

Note: Whereas this certificate will prepare students to understand a variety of cultures (including their own) through multiple lenses, it should not be confused with a program that provides foreign language instruction, nor is it a program where students will learn to do translational work. For more information about those types of programs, please explore course and program offerings in the Department of World Languages and Literatures.

Admission

Applications to the Cultural Studies and Discourses Certificate require the following:

1. an application for graduate admission to Northern Kentucky University
2. Official transcripts for all undergraduate and graduate work.
3. A bachelor's degree from a regionally accredited institution.
4. An undergraduate GPA of at least 2.5 on a 4.0 scale.
5. A grade of *B* or higher on all graduate work that may apply to the certificate.

Certificate Program Curriculum

The Certificate Program in Cultural Studies and Discourses requires 18 hours of coursework, distributed as follows:

Core Hours (3 credit hours)

- ENG 750 Theories and Concepts of Cultural Studies (3 credits)

OR

- COM 750 Theories and Concepts of Cultural Studies (3 credits)

Electives (15 credit hours)

- ENG 600 Introduction to Graduate Studies (3 credits)

- ENG 636 Issues in Professional Writing (3 credits) (topic subject to graduate program director approval)
- ENG 638 Theories of Community Literacy (3 credits)
- ENG 639 Fieldwork in Community Literacy (3 credits)
- ENG 645 Topics in Contemporary Rhetoric (3 credits) (topic subject to graduate program director approval)
- ENG 671 World Literature in English (3 credits)
- ENG 672 African American Literature (3 credits)
- ENG 674 Multicultural Literature (3 credits)
- ENG 676 Post-Colonial Theory and Literature (3 credits)
- ENG 687 Gender and Literature (3 credits)
- CIN 601 Studies in Cinema (3 credits)
- COM 520 Relational Communication (3 credits)
- COM 580 Sexuality and Communication (3 credits)
- COM 594 Intermediate Topics in Communication (3 credits)
- COM 624 Gender and Communication (3 credits)
- COM 625 Issues in Communication Pedagogy (3 credits)
- COM 630 Communication Ethics (3 credits)

Total Hours: 18

The following additional requirements apply:

1. Students must take at least one course with an ENG or CIN designator and one course with a COM designator.
2. Students must take at least one course that addresses an American and one course that addresses a British/World or intercultural perspective.
3. No more than 25% of the required curriculum for the Cultural Studies and Discourses Certificate may be transferred to NKU from a regionally accredited university

Professional Writing Certificate

Emily Detmer-Goebel, Ph.D., Department Chair

John Alberti, Ph.D., Graduate Program Director

Introduction

The Professional Writing Certificate is a non-degree, graduate certificate program composed of 18 credit hours, including a course that provides an overview of the field, specialized courses designed to explore both theoretical and practical concerns of the professional who writes, and, optionally, a supervised course that includes an internship and development of a professional portfolio of work. The Professional Writing Certificate is appropriate for the working professional and for candidates in the technical, scientific, business, non-profit, and grant writing fields.

Credits earned toward the Professional Writing Certificate may apply to the Master of Arts in English (MAE) at the graduate

program director's discretion. If certificate coursework is applied to the MAE program, this certificate coursework can be no more than six years old at the time of graduation from the MAE program. Candidates must complete all coursework for the certificate program within six years, including any transfer work.

Admission

Applications to the Professional Writing Certificate require the following:

1. An application for graduate admission to Northern Kentucky University.
2. Official transcripts for all undergraduate and graduate work.
3. A bachelor's degree from a regionally accredited institution.
4. An undergraduate GPA of at least 2.5 on a 4.0 scale.
5. A grade of *B* or higher on all graduate work previously taken that may apply to the certificate.

At the discretion of the graduate program director, a writing sample may be required for evaluation and undergraduate courses recommended for applicants who did not focus on English or writing at the undergraduate level.

Transfer credit

No more than 25% of the required curriculum for the Professional Writing Certificate may be transferred to NKU from a regionally accredited university or applied from previous NKU coursework.

Certificate Curriculum

The Certificate in Professional Writing requires 18 hours of coursework, distributed as follows:

Core Hours (3 credit hours)

- ENG 544 Research/Methods in Professional Writing (3 credits)

Electives (15 credit hours)

Selected from:

- ENG 546 Grant Writing (3 credits)
- ENG 600 Introduction to Graduate Studies (3 credits)
- ENG 632 New Media and Professional Writing (3 credits)
- ENG 636 Issues in Professional Writing (3 credits)
- ENG 638 Theories of Community Literacy (3 credits)
- ENG 639 Fieldwork in Community Literacy (3 credits)
- ENG 647 History of Rhetoric (3 credits)
- ENG 696 Internship: Portfolio Development (1-3 credits)

Total Hours: 18

Department of Psychological Science

Location: Mathematics-Education-Psychology Center 301

Telephone: 859-572-5310

Fax: 859-572-6085

Email Address: psychology@nku.edu

Web Address: <http://psychology.nku.edu>

Department Chair: Jeffrey Smith

Other Key Personnel:

Assistant Chair: Angela Lipsitz

Department Coordinator: Debbie Kelly

Secretary: Lynne Fuhrmann

Industrial-Organizational Psychology, M.S.

Jeffrey Smith, Ph.D., Department Chair

William Attenweiler, Ph.D., Graduate Program Director

Program Description

Industrial and organizational (IO) psychology is the behavioral science that applies the principles, methods, and findings of psychological science to work settings. Industrial psychology examines topics in human resources management such as recruitment, selection, staffing, training and development, testing and measurement, performance evaluation, survey research, total reward systems, promotion, transfer, and termination. Organizational psychology addresses broader topics from social psychology and organizational behavior such as leadership, work motivation, organizational development, work teams, conflict management, work life quality, job design, organizational change, and workplace attitudes. The content and methods of IO psychology overlap with engineering psychology (human factors), vocational psychology (occupational interests), differential psychology (ability, attitudes, emotions, personality, skills, values), and consumer psychology (marketing).

Graduates with master's degrees in IO psychology pursue career paths in human resources management as personnel generalists or specialists in recruiting, selection, and staffing; job analysis; performance appraisal; organizational planning; employee relations; training and development; compensation and benefits; human factors and workplace design; public and occupational health; organizational development and organizational consulting; marketing and consumer research; program assessment and evaluation; and quality control and assurance.

The graduate program in IO psychology has been designed to accommodate both working professionals and recent undergraduates pursuing part-time jobs or internship opportunities by offering courses during weekday evenings. The program requirements may be completed on a part-time or full-time basis, and may be changed depending on the changing needs and circumstances of the individual student.

Office of the MSIO Program

The IO program is administered by the Department of Psychological Science, located in 301 MEP. For additional information visit the IO Psychology program website at

<http://msio.nku.edu>, call Dr. William Attenweiler, Graduate Program Director, at 859-572-1954, or e-mail questions to msio@nku.edu.

Admission

Full/Regular Admission

To be considered for regular admission, applicants must have completed and submit evidence documenting:

1. An online application for graduate admission at <http://apply.nku.edu>.
2. A bachelor's degree at a regionally accredited institution with a grade point average (GPA) of at least 3.00 on a 4.0 scale for the last 60 semester hours.
3. Nine semester hours of undergraduate or graduate coursework in psychology.
4. At least one undergraduate course in statistics with a grade of *B* or better.
5. Official transcripts from all colleges and universities attended.
6. Scores from the general test of the Graduate Record Examination (GRE). Scores of at least 141 on the verbal test and 144 on the quantitative test and a 3.5 on the writing test are expected.
7. A current resume or vita.
8. A statement of personal interest.
9. Three letters of recommendation, preferably from writers who can comment on your academic performance.

Provisional Admission

Candidates whose application files are incomplete, because one or more required documents are missing (e.g., a final transcript, GRE scores, letter of recommendation, etc.), may be considered for provisional admission if, in the judgment of the program faculty, admission would be likely had the missing documents been received. The missing document must be submitted within one semester of admission.

Conditional Admission

Applicants with a bachelor's degree who are missing some of the prerequisite qualifications may be admitted in conditional status as space availability in the psychology program permits.

Application Process

Submit all application materials directly to the Office of Graduate Education, 1 Nunn Drive, Lucas Administrative Center 302, Highland Heights, KY 41099.

Deadlines

To maximize opportunities for graduate assistantship funding, all application materials must be received by **March 1**. Later applications for graduate assistantship funding may become available on a competitive basis.

To be considered for regular admission, all materials should be received by:

Fall semester (begins mid-August) - **August 1**

Summer semester (begins mid-May) - **May 1**

Spring semester (begins mid-January) - **December 1**

Note: Late applications for all semesters may be considered as space allows.

Transfer Credit

Students may transfer up to nine semester hours of appropriate, acceptable graduate coursework from other regionally accredited institutions. A student must have earned a minimum grade of *B* in such courses. These courses must be deemed appropriate to the student's program of study at the time of admission into the program by the department chair on the advice of the graduate program director. Transfer of graduate credit must be accomplished before students earn 12 semester hours at NKU.

Academic Standing

A GPA of at least 3.0 must be maintained for all courses taken in the program. At most two *C* grades can be counted toward the degree. A course may be repeated only once, and only two courses may be repeated. Only courses with a grade of *C* or below can be repeated; only the repeat grade is used in GPA determination. Students whose GPA falls below 3.0 will be placed on probation; those remaining on probation for more than nine semester hours of coursework will be dropped from the program.

Course Load

Because the program is designed to be completed on either a part-time or full-time basis, enrollment for more than six credit hours is recommended for full-time students only.

Academic Requirements

Overview

To earn the Master of Science degree in Industrial-Organizational Psychology, students are required to complete a core curriculum of 36 semester hours of classes and 9 semester hours of elective work for a total of 45 semester hours.

Intermediate Core Courses (required) (12 credit hours)

The following four courses are required if they have not already been completed, as electives, at the undergraduate level. These courses may be waived by the MSIO Admission Committee, after review of transcripts and consultation with the student.

- PSY 501 I-O Discussion Forum (3 credits)
- PSY 550 Organizational Psychology (3 credits)
- PSY 570 Work Environments (3 credits)
- PSY 580 Cognition in the Workplace (3 credits)

Advanced Core Courses (required) (24 credit hours)

The following eight courses are all required.

- PSY 615 Univariate Statistics & Research Design (3 credits)
- PSY 616 Multivariate Stats & Research Design (3 credits)
- PSY 620 Job Analysis and Staffing (3 credits)
- PSY 625 Psy Testing, Measmt, & Sci Survey Mthds (3 credits)
- PSY 635 Selection and Performance Appraisal (3 credits)
- PSY 640 Training and Development (3 credits)
- PSY 660 Organizational Change and Development (3 credits)
- PSY 685 Applied Research Study Capstone (3 credits)

Elective Courses (9 credit hours)

Students must take at least 9 credit hours of the courses below, or substitutes approved by the MSIO graduate program director.

- PSY 630 Occupational Health Psychology (3 credits)
- PSY 632 Public Health (3 credits)
- PSY 645 Organizational Consulting (3 credits)
- PSY 670 Organizational Leadership (3 credits)
- PSY 675 Motivation (3 credits)
- PSY 694 Graduate Psychology Special Topics (1-3 credits)
- PSY 699 Independent Study in Psychology (1-3 credits)
- PSY 795 Practicum (1-3 credits)
- PSY 797 Thesis (1-6 credits)

Program Total: 45

Note: With the approval of both graduate program directors, classes in the Master of Business Informatics, Master of Public Administration, and Master of Arts in Communication programs may be taken by IO graduate students to satisfy elective requirements.

Total Worker Health Certificate

Jeffrey Smith, Ph.D., Chair

William Attenweiler, Ph.D., Graduate Program Director

Program Description

The Total Worker Health Certificate is an 18 credit hour certificate that focuses on safety, health and wellness issues in the workplace. It emphasizes applying scientific findings to various workplace settings in order to improve employee and organizational health.

Admission to this certificate program requires the following:

1. An application for graduate admission to NKU.
2. Official transcripts for all undergraduate and graduate work.

3. A bachelor's degree from a regionally accredited institution.
4. An undergraduate GPA of at least 3.0 on a 4.0 scale.
5. No grade lower than a *B* (3.0) on all graduate coursework previously taken that may apply to the certificate.
- 6.

Students may enroll in no more than three courses within a certificate program without applying to the certificate program. Students wishing to pursue a certificate must apply to the certificate program before enrolling in a third certification curriculum class.

Total Worker Health Certificate

- PSY 550 Organizational Psychology (3 credits)
- PSY 570 Work Environments (3 credits)
- PSY 630 Occupational Health Psychology (3 credits)
- PSY 580 Cognition in the Workplace (3 credits)
- PSY 620 Job Analysis and Staffing (3 credits)
- PSY 632 Public Health (3 credits)

Total Hours: 18

Integrative Studies, M.A.

Rudy Gams, Ph.D., Graduate Program Director

Program Description

The Integrative Studies program offers students a flexible, interdisciplinary program through which they develop master's level expertise that meets their personal or professional goals. Working with the graduate program director, students design an individualized plan of study to address a complex, real-world problem or issue that goes beyond the scope of traditional disciplinary or professional programs. Students choose graduate courses from two or more different disciplines. They then integrate insights and methods to create a rigorous capstone project or master's thesis.

This program is ideal for those seeking intellectual enrichment or professional enhancement. MAIS graduates are excellent problems solvers, critical and creative thinkers, and effective communicators. Graduates from interdisciplinary programs are what many companies call "T-shaped professionals"- individuals with both breadth and depth of knowledge, who can integrate knowledge from a variety of sources, who are innovative, and who can understand problems from different perspectives.

Office of the MAIS Program

The program office is located in SL 410. For more information call (859) 572-1450, email IST@nku.edu or visit our website at <http://artscience.nku.edu/departments/integrativestudies.html>.

Program Admission Process

In order to be considered for regular admission to the MAIS program, applicants will need:

1. An application for graduate admission to Northern Kentucky University.

2. A bachelor's degree from a regionally accredited institution with a minimum undergraduate GPA of at least 3.0 on a 4.0 scale.
3. Official transcripts for all undergraduate and graduate work.
4. Two letters of reference from persons qualified to evaluate potential for successful performance in the graduate program.
5. A personal resume that reflects both work and academic experience.
6. A written statement of purpose indicating professional or personal goals, the intended academic focus for the plan of study, and the relevant knowledge or skills that might figure into the anticipated interdisciplinary research.

Program Curriculum

- IST 585 Introduction to Graduate Interdisciplinary Studies (3 credits)
- 24-27 credit hours of electives in at least two disciplines at the graduate level.

Choose one of the culminating experiences:

- IST 793 Integrative Studies: Capstone (3 credits)
- OR**
- IST 797 Applied Research: Capstone Thesis (3-6 credits)

Total Hours: 33

Graduation Requirements

Candidates are required to take at least thirty-three (33) credit hours of graduate level coursework in at least two disciplines. At least 15 credit hours must be taken at the 600-level or above. The total 33 hours includes the required three hour IST 585, which is taken in the first year, and either the three - hour Capstone course (IST 793) or the six hour thesis option (IST 797). Only 6 credit hours of independent study or directed readings will count toward the degree. Students can include up to 9 hours of graduate coursework from the Greater Cincinnati Consortium of Colleges and Universities (GCCCU). Transfer credits may not constitute more than 9 credit hours. We strongly encourage internships and study away opportunities for course credit. Students who earn over 6 credit hours with the grade of C or lower will be removed from the program.

Department of Political Science, Criminal Justice, and Organizational Leadership

Location: Landrum Academic Center 134

Telephone: 859-572-5321

Fax: 859-572-6184

Email Address: psc@nku.edu

Web Address: <http://artsience.nku.edu/departments/psccj.html>

Department Chair: Shamima Ahmed

Other Key Personnel:

Program Director, Master of Public Administration:
Julie Cencula Olberding
Program Coordinator, Master of Public Administration:
Missy Gish

The Department of Political Science, Criminal Justice and Organizational Leadership prepares students for careers in government (from local to international positions), opportunities in nonprofit organizations, and entry into the private sector. This multidisciplinary department offers students a comprehensive understanding of government, politics, ethics, leadership, and bureaucracy.

Public Administration, M.P.A.

Shamima Ahmed Ph.D., Department Chair

Julie Cencula Olberding, Ph.D., Graduate Program Director

Program Description

The Master of Public Administration (MPA) is an applied 39 credit hour degree designed to prepare students for careers in public service and public management. Students have to complete nine core courses (27 semester hours) and choose one area of concentration (12 semester hours). Classes are small, permitting faculty to personalize instruction and allowing students to develop interpersonal, technical, and quantitative skills necessary for competitive employment in the public and related sectors. It is the only MPA program in the Northern Kentucky and Greater Cincinnati region. Also, it is accredited by the Network of Schools of Public Policy, Affairs, and Administration (NASPAA), one of only seven in the state of Kentucky.

The program takes approximately two-and-a-half years with students enrolling in six credit hours per semester in the fall, spring and summer semesters. Students can accelerate this pace by attending full-time (9+ hours per semester), or students can slow that pace to three years or longer by not enrolling in summer sessions. Note that all courses counting towards the MPA degree must be taken within six years of beginning the program.

Offered at night and on Saturdays, the program is suited for mature, career-oriented persons working in the public or nonprofit sectors. The courses typically are taught in three-hour blocks and include a mix of lecture, seminar, small group, laboratory, and/or field work. Selected courses are offered in more non-traditional formats including online, independent research, and travel to local, national, or international sites. For more current information about the MPA program consult our website at mpa.nku.edu.

In addition to the MPA degree, the department offers a Non-profit Management graduate certificate. The certificate requires a total of 18 semester hours consisting of nine semester hours in core courses and nine semester hours in electives selected by the student from a variety of offerings. For more current information about the certificate consult our website at npm.nku.edu.

Office of the MPA Program

The main office of the MPA program is currently 125 Landrum Academic Center. For more information call (859) 572-5326, e-mail mpa@nku.edu or visit our website at mpa.nku.edu.

Program Mission Statement

The MPA program provides professional managerial, communication and human relations skills and knowledge in preparation for or advancement in a variety of public sector and related careers. The program advances public sector values of effectiveness, efficiency, honesty, accountability, fairness, diversity and public service in the curriculum, extra-curricular events and speakers, and through partnerships with area practitioners through the MPA Advisory Board, the American Society for Public Administration (ASPA), and other professional associations and individuals.

The goal of the program is to develop competent public service practitioners to serve governments, nonprofit organizations and citizens in the Northern Kentucky and Greater Cincinnati metropolitan region and beyond.

Objectives

The MPA program's core objectives are to:

1. Provide fundamental managerial and analytical skills to be applied to the public sector in the areas of policy evaluation, human resource management, organizational development and behavior, and financial management and budgeting.
 2. Develop analytical competencies including thinking critically about social issues and potential strategies to address them, collecting and analyzing relevant information, and communicating it effectively.
 3. Cultivate a strong sense of public sector values and ethical behavior within the public sector work environment.
 4. Enhance abilities to organize information and ideas and to communicate them effectively, both in written reports and in oral presentations.
 5. Provide certain specialized skills, knowledge and competency in the areas of concentration.
 - e. Develop the ability to read statutes, ordinances, and case law and apply these skills within a given public administrator's scope of responsibility.
3. The ability to analyze, synthesize, think critically, solve problems and make decisions.
 - a. Enhance skill sets that allow for the analysis and synthesis of critical thinking and problem solving.
 - b. Demonstrate through the use of memoranda, technical reports, research reports and issue papers the skills to analyze and process information and present it effectively to aid in decision making.
 - c. Comprehend the fiscal implications of public sector decisions on the citizenry.
 4. The ability to articulate and apply a public service perspective.
 - a. Cultivate core values of public service, effectiveness, efficiency, honesty, accountability, fairness and diversity through analysis of hypothetical or applied case studies and scenarios.
 - b. Understand the rights of citizens and public sector employees.
 5. The ability to communicate and interact productively with a diverse and changing workforce and citizenry.
 - a. Develop increased awareness of diversity in society and the workforce in terms of gender, religion, ethnicity, sexual orientation and disabilities.
 - b. Recognize diversity in society and the workforce and apply strategies and processes to manage it.
 - c. Cultivate effective team building skills.

Learning Outcomes

1. The ability to lead and manage in public governance.
 - a. Understand the uniqueness of the public sector in terms of the policy environment, organizational structure, values and requisite competencies.
 - b. Develop skill sets that demonstrate the ability to manage human, financial, information technology, and other resources.
 - c. Inform and increase awareness of critical issues that the public sector faces and their implications for managing and leading public sector organizations.
2. The ability to participate in and contribute to the policy process.
 - a. Learn various theories and models of public policy making and implementation.
 - b. Develop and apply analytical skills in a policy making setting.
 - c. Understand the politics of public policy regarding various stakeholders' influence in the process.
 - d. Demonstrate the skill to communicate to stakeholders the impacts, outcomes and influences of policy problems and issues.

Mission specific elective competencies

Nonprofit Management

Objectives:

1. Provide skills and knowledge to form and manage nonprofit organizations.
2. Develop fundraising and financial management skills for the non-profit sector.
3. Understand the uniqueness of working with and managing volunteers.

Learning Outcomes:

1. Understand the process of forming an incorporated nonprofit organization.
2. Identify and comprehend important issues and challenges in non-profit management, including legal and ethical issues, accountability and performance evaluation, and the increasing involvement of the private sector.
3. Learn fundamental principles and concepts of fundraising as well as various programs and methods to acquire funds for nonprofit organizations.
4. Understand the basics of resource management, particularly budgeting, accounting and financial reporting.

- Learn and apply theories, processes and best practices related to volunteer management.

Homeland Security and Emergency Management

Objectives:

- Increase awareness of the different types of terrorism, their causes and prevention.
- Understand the workings of the Homeland Security division of our government and its different infrastructure.
- Understand the four phases of emergency management and how each phase is developed at the national, state and local levels. These four phases are mitigation, preparedness, response and recovery for man-made and natural disasters.

Learning Outcomes:

- Develop knowledge and skills suitable for a career in homeland security or emergency management.
- Evaluate a community's preparedness against various types of disasters.
- Develop knowledge and skills to respond and recover in a community during an actual emergency.
- Develop an understanding of historical perspectives on terrorism, basic definitions of cogent terms and concepts, and the symbolism of terrorism.
- Understand different forms of terrorist tactics and targets along with methods of appropriate prevention, detection, and response, applying such knowledge to the local environment.

Metropolitan Governance

Objectives:

- Provide students with the conceptual basis and skill assortment to become professional practitioners in state and local government.
- Appreciate the political and organizational cultural nuances of state and local government agencies.
- Provide specialized managerial and interpersonal skills to navigate often contradictory public policy issues.

Learning Outcomes:

- Develop an awareness of the history and ethics of good government as developed by the city manager movement over the last century.
- Understand the key policy roles played by the local manager in this age of the dependent city, especially in areas of comprehensive planning, economic development, and the budgeting of scarce resources.
- Provide opportunities for interpersonal and political skill development through practical experience in the form of shadowing managers and internships.
- Enhance the ability to work in a collaborative project management setting

Public Leadership

Objectives:

- Provide knowledge and skills to manage and lead in the public sector, including local, state and federal government agencies.
- Understand the uniqueness of leading and managing in the public sector, especially the diversity in employees, communities and society.

Learning Outcomes:

- Build knowledge of employee motivation and motivational strategies to improve executive leadership skills.
- Obtain a hands-on understanding of implementation, monitoring and evaluation tools in a governance structure.
- Describe diversity and its impact in public organizations and environments.
- Identify and build skills necessary for leading and managing diverse persons and viewpoints.

General Public Management

Objective:

Provide students an option to choose among different specialized courses from the other concentrations based on their career needs and aspirations.

Learning Outcomes:

- Develop skills and knowledge in one or more specialized areas in nonprofit management, homeland security, and/or planning.
- Develop an appreciation for having personal and professional integrity and how these values relate to decisions that ultimately affect the citizenry.

Evaluation

The program systematically collects information from internal and external sources to assess these learning outcomes. Internal sources include feedback from students, capstone portfolios, capstone projects, and exams and assignments in different courses. External sources include feedback from alumni, MPA Advisory Board members, and regional employers in the public and non-profit sectors.

Program Administration

While the MPA degree follows the academic rules established by the NKU Graduate Council (detailed previously in this catalog), there are also program-specific guidelines. To facilitate program-specific activities, the MPA is administered by a graduate program director. The MPA director, with the input and consultation of other MPA program faculty, makes program-specific requirement, curriculum, admission, enrollment, and graduation decisions. The MPA and Nonprofit Management certificate are housed in the Department of Political Science, Criminal Justice and Organizational Leadership located in the College of Arts and Sciences at NKU.

Admission

Program Admission Process

Students applying for admission into the MPA program are divided into two applicant categories: in-career and pre-career. In-career applicants are those who, in an evaluation by the MPA director have demonstrated five years of experience in the public or related sector. Some of that experience must be managerial in nature. Pre-career students are all other applicants. All students applying to the MPA program must provide the following six items:

1. A completed application for admission.
2. Official transcripts showing all college/university coursework completed at both the undergraduate and graduate levels.
3. At least two supportive letters from persons qualified to evaluate potential for successful performance in the MPA program.
4. A narrative essay of 300 to 400 words stating academic and career goals, how the MPA program will enable attainment of those goals, and any additional information detailing relevant work experience.

AND

In-career students applying for admission to the MPA program must submit the following items:

1. A current resume documenting five years of work experience in the public or related sector.
2. A portfolio of two to three work products (singular or team efforts) that demonstrate professional activities.

OR

Pre-career students applying for admission to the MPA program must submit the following items:

1. Official scores of the Graduate Record Examination general test. The GMAT or Miller Analogies Test can substitute for the GRE exams. The LSAT is not a suitable substitute.
2. A writing sample of 10 to 12 pages (either a work product or an academic paper) or official scores on the GRE writing test.

The MPA program conforms to the general rules of all graduate programs at NKU. Specifically, all successful admission candidates to the MPA program must:

1. Possess a bachelor's degree from a regionally accredited college or university.
2. Hold a cumulative undergraduate GPA of 2.75 or higher (on a scale of 4.0) for all college work.
3. Demonstrate good potential for success in graduate professional study and public service.

An MPA alumni profile of admission materials demonstrated that the average student possessed a strong, well-written essay with clearly defined career goals, two quality letters of reference, undergraduate GPA and GRE scores that demonstrated the capability of strong graduate work. Applicants with strong potential who lack one admission item may be admitted

provisionally for one semester only. Applicants demonstrating good potential but falling short of the MPA alumni profile may be admitted conditionally but typically must earn a GPA of 3.25 over the first six to nine hours of coursework in the MPA program.

Transfer Credit

Successful applicants to the MPA program may transfer up to 15 semester hours of appropriate, acceptable graduate coursework from other programs and/or institutions in which they must have earned a minimum grade of *B*. These courses must be deemed appropriate to the program of study at the time of admission into the program by the MPA graduate program director.

Dual MPA Degree and Nonprofit Management Certificate

Students completing the MPA program may also receive the Nonprofit Management graduate certificate. To do so, students must complete a minimum of 42 hours of coursework. Students seeking both credentials shall take the three Nonprofit Management core classes (PAD 620, PAD 621, PAD 622) and use them as electives in the MPA program. To receive both the degree and the certificate, students must complete an additional three hours of MPA electives that will not count toward the MPA degree, raising the total credit hours for both to 42 hours. A separate application for the certificate program must be submitted to the Office of Graduate Education.

Academic Standing

A GPA of at least 3.0 must be maintained for all 500 and 600-level coursework. A student with a GPA below 3.0 will not be permitted to advance beyond 18 semester hours in the program until the GPA is raised to at least 3.0 by repeating courses. A course may be repeated only once, and only two courses may be repeated. Only courses with a grade of *C* or below can be repeated; the repeat grade is used in the GPA determination. Students falling below 3.0 will be placed on probation; those failing to remove the probation by nine additional semester hours of coursework will be dropped from the program.

Program Curriculum

Prerequisites

Applicants for the MPA program are not required to have completed an undergraduate major in public administration; however, certain undergraduate courses and corresponding skills are needed for success in the program. Students are expected to have completed undergraduate courses in statistical analysis, probability, research methods, introduction to microcomputers, and public sector management. Minimum expectations of the knowledge and skills derived from the above courses include writing skills, computer skills, basic knowledge of public sector management, research concepts/techniques, statistical concepts, and statistical analysis of data. Equivalent work experience may be substituted for undergraduate coursework at the discretion of the MPA graduate program director. Work equivalences for the above coursework or areas of knowledge and skills include experience in writing research or evaluation reports, working with a PC office suite, employment in the public sector, experience with survey research, experience

with research design or grant writing, and experience with univariate/bivariate statistics.

The MPA graduate program director will assess if applicants possess the prerequisite knowledge and skills through examination of application materials and, if deemed necessary, through interviews and/or examinations. If you meet the general program requirements but are deemed deficient in one or more knowledge/skill areas, you will be placed in appropriate undergraduate courses.

MPA Curriculum - (39 total credit hours)

MPA Core (27 credit hours):

- PAD 600 Foundations of Public Administration (3 credits)
- PAD 601 Human Resource Management (3 credits)
- PAD 602 Organizational Behavior and Theory (3 credits)
- PAD 603 Public Policy Analysis (3 credits)
- PAD 511 Budgeting Techniques and Applications (3 credits)
- PAD 612 Administrative Law (3 credits)
- PAD 615 Research Methods Public Administration (3 credits)
- PAD 616 Data Analysis (3 credits)
- PAD 793 Public Administration Capstone (3 credits) (pre-req: students can take this class only during the last nine credit hours of their completion of the MPA curriculum)

Concentration (12 - 13 credit hours):

Students will choose one of the following concentrations:

Nonprofit Management:

Core Courses (9 credit hours)

- PAD 620 Managing the Non-Profit Organizations (3 credits)
- PAD 621 Resource Acquisition and Management (3 credits)
- PAD 622 Volunteer Management (3 credits)

Choose any two or three of the following courses for a total of 3 credit hours of electives:

- PAD 623 Grants Writing (1 credit)
- PAD 624 Nonprofit Strategic Planning (1 credit)
- PAD 626 Nonprofit Program Evaluation (2 credits)
- PAD 627 Nonprofit Information Management (1 credit)
- PAD 628 Nonprofit Laws (1 credit)

Total Hours: 12

Homeland Security and Emergency Management:

Core Courses (6 credit hours)

- PAD 681 Homeland Security Administration (3 credits)
- PAD 682 Emergency Management (3 credits)

OR

- PAD 683 Terrorism (3 credits)

Choose any two of the following courses (minimum 6 credit hours of electives):

- PAD 550 Geographic Information Systems (4 credits)
- PAD 551 Geographic Information Analysis (3 credits)
- PAD 622 Volunteer Management (3 credits)
- PAD 682 Emergency Management (3 credits)
- PAD 683 Terrorism (3 credits)

Total Hours: 12 – 13

Metropolitan Governance:

Core Courses (6 credit hours)

- PAD 560 Planning and Community Development (3 credits)
- PAD 675 Local Government Management (3 credits)

Choose any two of the following courses (minimum 6 hours credit hours of elective):

- PAD 550 Geographic Information Systems (4 credits)
- PAD 551 Geographic Information Analysis (3 credits)
- PAD 630 Ethics and Decision Making in the Public Sector (3 credits)
- PAD 632 Executive Management & Public Leadership (3 credits)

Total Hours: 12 – 13

Public Leadership:

Core Courses (6 credit hours)

- PAD 631 Leading in Diverse Public Environments (3 credits)
- PAD 632 Executive Management & Public Leadership (3 credits)

Choose any two of the following courses (minimum 6 credit hours of electives):

- PAD 620 Managing the Non-Profit Organizations (3 credits)

- PAD 630 Ethics and Decision Making in the Public Sector (3 credits)
- PAD 640 Management of Public Information Systems (3 credits)
- PAD 675 Local Government Management (3 credits)

Total Hours: 12

General Public Management:

Core Courses (3 credit hours)

- PAD 630 Ethics and Decision Making in the Public Sector (3 credits)
- MPA Elective (3 credits)
- MPA Elective (3 credits)
- MPA Elective (3 credits)

Total Hours: 12

Other MPA Electives:

Students can take one or more of these elective courses, for their concentration, after getting prior approval from the MPA graduate program director.

- PAD 515 Cartography (3 credits)
- PAD 519 Introduction to Remote Sensing (3 credits)
- PAD 520 Advanced Remote Sensing (4 credits)
- PAD 694 Topics: Public Administration (3 credits)
- PAD 696 Internship: Public Administration (3 credits)
- PAD 699 Readings: Public Administration (1-3 credits)

Emergency Management Certificate

Julie Cencula Olberding, Ph.D., Graduate Program Director

Shamima Ahmed, Ph.D., Department Chair

Program Description

The Emergency Management (EM) certificate is an 18 credit hour program suited for individuals currently employed or interested in emergency management in local, state or federal government or in universities, schools, hospitals, other nonprofits, or private businesses. Students may complete the certificate at their own pace with most of them taking a year or two by enrolling in one to three courses per semester. In addition, they may choose to pursue the certificate in a mix of online and face-to-face classes or in a completely online format.

The core courses are taught online, and the electives are taught either online or on weekday evenings (6:15 to 9 p.m.), and they include a mix of lecture, seminar, small group, and service learning.

Office of the EM Certificate

The main office of the Emergency Management certificate program is currently 125 Landrum Academic Center. For more information please call (859) 572-5326.

Program Mission

NKU's Emergency Management graduate certificate provides students and practitioners with the knowledge, skills, and competencies to manage and lead in emergency management. An 18 credit hour program, this graduate certificate includes three required courses (three credits each) plus at least nine semester hours of electives selected by the student from a variety of offerings. The EM certificate program includes both pre-career students and in-career students who work in the Northern Kentucky and Greater Cincinnati metropolitan region.

Program Objectives

Current staff and leaders in emergency management, as well as students wishing to explore a future in this field, can benefit from this program.

Objectives:

1. Provide fundamental managerial and analytical skills that can be applied to emergency management, homeland security, and other areas of public safety.
2. Enhance understanding of the four phases of emergency management for natural and man-made disasters - mitigation, preparedness, response and recovery - and how each phase is developed at the local, state and federal levels as well as by private and nonprofit organizations.
3. Increase knowledge related to the workings of the various government agencies involved in emergency management and homeland security and their different structures, policies and programs.
4. Enhance awareness and understanding of the different types of terrorism and identify their causes and prevention strategies.

Learning Outcomes:

1. Develop knowledge and skills suitable for a career in emergency management, homeland security, or other area of public safety.
2. Develop knowledge and skills to respond and recover in a community during an actual emergency.
3. Evaluate a community's preparedness against various types of natural and man-made disasters.
4. Learn historical perspectives on terrorism, basic definitions of cogent terms and concepts, and the symbols of terrorism.
5. Understand different forms of terrorist tactics and targets along with methods of appropriate prevention, detection, and response, applying such knowledge to the local environment.

Program Administration

While the Emergency Management certificate follows the academic rules established by the NKU Graduate Council (detailed previously in this catalog), there are also program-specific guidelines. To facilitate program-specific activities, the

certificate is administered by the director of the Master of Public Administration (MPA) program. The MPA director, with the input and consultation of other MPA faculty, makes program-specific decisions related to curriculum, admission, enrollment, and graduation. The Emergency Management and MPA programs are housed in the Department of Political Science, Criminal Justice and Organizational Leadership located in the College of Arts and Sciences at NKU.

Admission

To qualify for admission to the Emergency Management graduate certificate, an applicant must:

1. Possess a bachelor's degree from a regionally accredited college or university.
2. Have a cumulative undergraduate GPA of 2.5 or higher (on a scale of 4.0) for all college work or a 3.0 for all graduate work.
3. Submit a narrative essay of 300 to 400 words stating your career and academic goals and how the graduate certificate program will help you attain those goals.

Transfer Credit

Successful applicants to the EM certificate may transfer up to three semester hours of appropriate, acceptable graduate coursework from other programs and/or institutions in which they must have earned a minimum grade of *B*. These courses must be deemed appropriate to your program of study at the time of admission by the graduate program director.

Relationship between EM Certificate and MPA Programs

Students completing the Emergency Management graduate certificate may apply for admission to the MPA program. If admitted, they may receive up to 12 semester hours of credit toward the 39 credit hour master's degree. For academic questions about the EM and/or MPA programs, contact the MPA office at (859) 572-5326.

Academic Standing

A cumulative GPA of at least 3.0 must be maintained for all 600-level coursework. A student cannot receive the Emergency Management certificate without a cumulative GPA of 3.0 or above. Students falling below 3.0 will be placed on probation. A course may be repeated only once, and only two courses may be repeated. Only courses with a grade of *C* or below can be repeated; the repeat grade is used in the GPA determination.

Program Curriculum

Emergency Management Core: 9 credit hours

Students are required to complete three core courses. All courses are three semester hours (45 academic contact hours) and are taught online by a mix of full-time MPA faculty and experienced professionals.

- PAD 681 Homeland Security Administration (3 credits)
- PAD 682 Emergency Management (3 credits)

- PAD 683 Terrorism (3 credits)

Emergency Management Electives: 9 credit hours

Students choose at least nine semester hours from the following elective options. These courses are taught by a mix of full-time faculty and experienced practitioners.

- PAD 550 Geographic Information Systems (4 credits)
- PAD 551 Geographic Information Analysis (3 credits)
- PAD 601 Human Resource Management (3 credits)
- PAD 620 Managing the Non-Profit Organizations (3 credits)
- PAD 622 Volunteer Management (3 credits)
- PAD 630 Ethics and Decision Making in the Public Sector (3 credits)
- PAD 631 Leading in Diverse Public Environments (3 credits)
- PAD 632 Executive Management & Public Leadership (3 credits)
- PAD 675 Local Government Management (3 credits)
- PAD 694 Topics: Public Administration (3 credits)
- PAD 696 Internship: Public Administration (3 credits)

Total Hours: 18

Nonprofit Management Certificate

Shamima Ahmed, Ph.D., Department Chair

Julie Cencula Olberding, Ph.D., Graduate Program Director

Program Description

The Nonprofit Management certificate is an 18 credit hour program suited for mature individuals currently working in or interested in a career in the nonprofit sector. Students may complete the certificate at their own pace with most of them taking a year or two by enrolling in one to three courses per semester.

The core courses and a few electives are typically taught on weekday evenings (6:15 to 9 p.m.) or online, and they include a mix of lecture, seminar, small group, and service learning. The one- or two-credit electives are usually taught in intensive weekend formats over two or four Saturdays. For the most recent information about the Nonprofit Management certificate consult our website at npm.nku.edu.

Office of the Nonprofit Management Certificate

The main office of the Nonprofit Management certificate is currently 125 Landrum Academic Center. For more information please call (859) 572-5326, email npm@nku.edu or visit our website at npm.nku.edu.

Program Mission

NKU's graduate certificate in Nonprofit Management provides students and practitioners with the knowledge, skills, and competencies to manage and lead nonprofit organizations. An 18 credit hour program, this graduate certificate includes three required courses (three credits each) plus nine credit hours of electives selected by the student from a variety of offerings. The Nonprofit Management certificate includes both pre-career students and in-career students who work in the Northern Kentucky and Greater Cincinnati metropolitan region.

Program Objectives

Current staff and leaders of nonprofit organizations, as well as students wishing to explore a future in this field, can benefit from this program.

Objectives:

1. Provide skills and knowledge to form and manage nonprofit organizations.
2. Develop fundraising and financial management skills for the non-profit sector.
3. Understand the uniqueness of working with and managing volunteers.

Learning Outcomes

1. Understand the process of forming an incorporated nonprofit organization.
2. Identify and comprehend important issues and challenges in non-profit management, including legal and ethical issues, accountability and performance evaluation, and the increasing involvement of the private sector.
3. Learn fundamental principles and concepts of fundraising as well as various programs and methods to acquire funds for nonprofit organizations.
4. Understand the basics of resource management, particularly budgeting, accounting and financial reporting.
5. Learn and apply theories, processes and best practices related to volunteer management.

Program Administration

While the Nonprofit Management certificate follows the academic rules established by the NKU Graduate Council (detailed previously in this catalog), there are also program specific guidelines. To facilitate program-specific activities, the certificate is administered by the director of the Master of Public Administration (MPA) program. The MPA director, with the input and consultation of other MPA faculty, makes program-specific decisions related to curriculum, admission, enrollment, and graduation. The Nonprofit Management Certificate and MPA programs are housed in the Department of Political Science, Criminal Justice and Organizational Leadership located in the College of Arts and Sciences at NKU.

Admission

Program Admission Process

To qualify for admission to the Nonprofit Management graduate certificate, an applicant must:

1. Possess a bachelor's degree from a regionally accredited college or university.
2. Have a cumulative undergraduate GPA of 2.5 or higher (on a scale of 4.0) for all college work or a 3.0 for all graduate work.
3. Submit a narrative essay of 300 to 400 words stating your career and academic goals and how the graduate certificate program will help you attain those goals.

Transfer Credit

Successful applicants to the Nonprofit Management certificate may transfer up to three semester hours of appropriate, acceptable graduate coursework from other programs and/or institutions in which they must have earned a minimum grade of *B*. These courses must be deemed appropriate to your program of study at the time of admission by the program director.

Relationship between Nonprofit Management Certificate and MPA Programs

Students completing the Nonprofit Management graduate certificate may apply for admission to the MPA program. If admitted, they may receive up to 12 hours of credit towards the 39 credit hour master's degree. For academic questions about the Nonprofit Management certificate and/or MPA programs, contact the MPA office at (859) 572-5326.

Academic Standing

A cumulative GPA of at least 3.0 must be maintained for all 600-level coursework. A student cannot receive the Nonprofit Management certificate without a cumulative GPA of 3.0 or above. Students falling below 3.0 will be placed on probation. A course may be repeated only once, and only two courses may be repeated. Only courses with a grade of *C* or below can be repeated; the repeat grade is used in the GPA determination.

Program Curriculum

Nonprofit Management Core (9 credit hours):

Students are required to complete three core courses. All courses are three credit hours (45 academic contact hours) and are taught by a mix of full-time MPA faculty and experienced professionals.

- PAD 620 Managing the Non-Profit Organizations (3 credits)
- PAD 621 Resource Acquisition and Management (3 credits)
- PAD 622 Volunteer Management (3 credits)

Nonprofit Management Electives (9 credit hours):

Students choose nine semester hours from the following elective options. These courses are taught by a mix of full-time faculty and experienced practitioners.

- PAD 601 Human Resource Management (3 credits)
- PAD 623 Grants Writing (1 credit)
- PAD 624 Nonprofit Strategic Planning (1 credit)

- PAD 626 Nonprofit Program Evaluation (2 credits)
- PAD 627 Nonprofit Information Management (1 credit)
- PAD 628 Nonprofit Laws (1 credit)
- PAD 630 Ethics and Decision Making in the Public Sector (3 credits)
- PAD 631 Leading in Diverse Public Environments (3 credits)
- PAD 632 Executive Management & Public Leadership (3 credits)
- PAD 696 Internship: Public Administration (3 credits)

Total Hours: 18

Department of History and Geography

Location: Landrum 446

Telephone: 859-572-6072

Fax: 859-572-6088

Email Address: publichistory@nku.edu

Web Address: <http://artscience.nku.edu/departments/his-geo/maph.html>

Facebook: <https://www.facebook.com/NKUPublicHistoryMA>

Department Chair: Burke Miller (Acting Chair)

Other Key Personnel:

Director of Public History: Brian Hackett

Director of the Center for Public History: Paul Tenkotte

Department Coordinator: Janice Rachford

Secretary: Lou Stuntz

The graduate program in public history is a terminal professional degree for students seeking development training for careers in history outside of the academy and traditional educational settings, including museums, historic sites, libraries and in historic preservation. The program offers advanced study in history and advanced methodological training in a variety of public fields.

Office of the Graduate Program in Public History

The graduate program in public history is administered through the Department of History and Geography, located in Landrum 415. For complete and current information visit the program website at <http://artscience.nku.edu/departments/his-geo/maph.html> or email publichistory@nku.edu.

Public History, M.A.

Burke Miller, Ph.D., Acting Department Chair

Brian L. Hackett, Ph.D., Graduate Program Director

Introduction

The Master of Arts in Public History (MAPH) is a flexible program that provides both traditional history educational experiences and opportunities to complete professional methods training.

Admission

Applications for admission can be completed online at <http://gradschool.nku.edu>. For maximum consideration, submit

all materials by the priority deadline of May 1 for summer sessions, July 1 for the fall semester, and November 1 for the spring semester. If space permits, applications from qualified candidates may be considered after those dates.

Regular Admission to the MAPH

To be considered for regular admission to the MAPH program, applicants will need to complete and submit the following:

1. An application for graduate admission to Northern Kentucky University.
2. Application fee.
3. An official transcript indicating a bachelor's degree in history or a related field from a regionally accredited institution with a minimum GPA of 3.0 on a 4.0 scale in major area coursework.
4. Official transcripts for all undergraduate and graduate work.
5. Two letters of reference; please use forms which can be downloaded at this site: <http://gradschool.nku.edu/admissions/application-forms.html>.
6. A letter of intent that clearly articulates your interest in public history and your abilities to pursue graduate level study.

Curriculum

The MAPH degree requires 36 credit hours of coursework, distributed as follows:

Required Core (18 credit hours)

- HIS 601 Introduction to Public History (3 credits)
- HIS 605 Museum Education and Interpretation (3 credits)*
- HIS 609 Administration and Collections Management (3 credits)
- HIS 689 Research and Writing in Public History (3 credits)
- HIS 701 Public History Capstone I (3 credits)
- HIS 702 Public History Capstone II (3 credits)

Note:

* HIS 605 may be repeated when topics vary

Public History Methods Electives (12 credit hours)

- HIS 522 Introduction to Historic Preservation (3 credits)
- HIS 594 Special Topics in History (1-3 credits)
- HIS 605 Museum Education and Interpretation (3 credits)
- HIS 607 Exhibits in Museums and Historic Sites (3 credits)
- HIS 616 Theory and Practice of Oral History (3 credits)
- HIS 618 Local and Regional Research Methods (3 credits)
- HIS 622 Cultural Heritage Tourism (3 credits)
- HIS 624 Historical Editing (3 credits)
- HIS 625 Introduction to Archives (3 credits)
- HIS 628 Contract History (3 credits)
- HIS 630 American Decorative Arts (3 credits)

- HIS 631 Living History in Museums (3 credits)

Content Electives (6 credit hours)

Two graduate level history content courses are required.

Total Hours: 36

Course requirements

Students need to be aware of the following requirements of the program:

1. 18 credit hours must be at the 600 level.
2. A maximum of nine credit hours of transfer credit will be allowed.
3. An overall GPA must be a minimum of 3.0 to qualify for graduation.
4. No more than six hours of C grades will be counted toward the MA in Public History.

Program of Study

New candidates for the MA in Public History must enroll in HIS 601 Introduction to Public History (3 credits) Introduction to Public History during the first fall semester of enrollment in the program. Professionals working in the field may ask to have HIS 601 waived. These students must take an additional course from one of the elective options outlined above to complete the required 36 credit hours.

Transfer work

With some restrictions, the program may accept nine hours of credit:

- Transferred from other regionally accredited institutions.
- Earned as a non-degree graduate student at NKU.

Independent Study

No more than six hours earned in independent study at NKU and approved by the graduate program director will be accepted towards degree completion unless otherwise approved by the graduate program director of MAPH advisory committee.

MAPH candidates may take independent study or readings courses. The opportunity for independent study will more likely occur within the content field of study of the MAPH due to the pedagogical importance of group work as a cornerstone in the methodological field courses. Practica are exceptions. Before signing up for an independent study, you must have the approval of both the program director and the instructor. In addition, the instructor must be a member of the graduate faculty. A syllabus that describes the course topic, reading list, assignments, and learning objectives must be on file with the graduate program director.

Capstone Experience

The required capstone experience culminates in a publishable article, museum exhibit, co-op experience, or other suitable project with the instructor's approval. The project proposal created in Capstone I must have the approval of both the Capstone I instructor and the graduate program director before the student begins the project in Capstone II. The final project must have a writing component for assessment purposes.

HAILE/US BANK COLLEGE OF BUSINESS

Introduction

The Haile/US Bank College of Business offers three graduate degrees - the Master of Accountancy (MAcc), the Master of Business Administration (MBA), and the Master of Executive Leadership and Organizational Change.

Accreditation

The Haile/US Bank College of Business is accredited by AACSB International - the Association to Advance Collegiate Schools of Business, the official accrediting agency for business colleges, for its bachelor and graduate programs. Northern Kentucky University is accredited by the Southern Association of Colleges and Schools.

Office of Graduate Business Programs

The Graduate Business Programs office is located in the Haile/US Bank College of Business Center room 363.

Program inquiries for the MBA and MAcc programs should be directed to:

Ned Jackson
Haile/US Bank College of Business, BC 363
Northern Kentucky University
Nunn Drive, Highland Heights, KY 41099
mbusiness@nku.edu
Telephone: 859- 572-6357; fax: 859- 572-5150; website:
<http://cob.nku.edu>

Program inquires for ELOC should be directed to:

Amberly Nutini,
Haile/US Bank College of Business, BC 368
Northern Kentucky University
Nunn Drive, Highland Heights, KY 41099
Telephone: 859-572-5947; fax 859-572-5150; website:
<http://eloc.nku.edu>

Graduate Non-degree Status (students not working toward a degree)

Enrollment in 600-level Haile/US Bank College of Business courses is normally restricted to students admitted to graduate business degree programs. However, students in graduate non-degree status may enroll in MAcc courses providing 1) the Office of Graduate Education has on file official copies of all their undergraduate and graduate transcripts; 2) they meet all stated prerequisites for the course(s) for which they wish to enroll; and 3) they have received written permission from the appropriate graduate program director (MAcc). Students in graduate non-degree status may take no more than eight hours of graduate business courses. Graduate non-degree status is not available for the MBA or ELOC program.

Visiting Students

Students who would like to take a course from the Haile/US Bank College of Business for transfer to another university, must submit a transcript from his/her home institution in addition to the other university requirements. Permission to enroll must be approved by the graduate program director. All prerequisites must be met and an undergraduate transcript may be required. Visiting student status is not available for the MBA or ELOC program.

Academic Requirements

Transfer Credit

Transfer credit may be granted for up to nine semester hours. The credit must have been earned at an AACSB accredited institution within the last five years with a grade of at least a B. The courses may be no older than six years at the time of graduation. The director of graduate programs in the Haile/US Bank College of Business must evaluate the courses as equivalent to NKU courses. Courses rejected by the director of graduate programs in the Haile/US Bank College of Business will not be transferred into the program. Credit earned by correspondence will not apply toward 600-level requirements in the program. No credit can be earned through work experience. Applications for transfer must be submitted to the director of graduate programs in the Haile/US Bank College of Business and must include title and edition of the texts used and detailed course descriptions or course syllabi.

Students or graduates wishing to transfer coursework to the Master of Accountancy degree program at NKU may be granted credit for up to 9 semester hours at the discretion of the MAcc graduate program director.

A student who wishes to take graduate courses elsewhere after being admitted to the MAcc program must receive written approval from the MAcc graduate program director before registering for the courses.

Refer to academic requirements in the graduate studies section of this catalog for NKU transfer policies.

Academic Standing

A GPA of at least 3.0 must be maintained for all graduate level coursework. A student with a GPA below 3.0 will not be permitted to advance beyond 18 semester hours in the program until the GPA is raised to 3.0 by repeating courses. A course may be repeated only once, and only two courses may be repeated. Only courses in which a less-than-satisfactory grade was earned (i.e., C or F) may be repeated; the repeat grade will be used to compute the GPA. Students must file an Option to Repeat form in the Office of the University Registrar for any repeated courses. If a student's graduate GPA falls below 3.0, he/she will be placed on academic probation. Any student whose graduate GPA has remained below 3.0 for nine credit hours will be dismissed from the program.

Accountancy, M.Acc.

Darius Fatemi, Ph.D., Graduate Program Director

Ned Jackson, Director of College of Business Graduate

Purpose

The Master of Accountancy (MAcc) degree program supports the mission of Northern Kentucky University to educate "students to be productive citizens, to prepare them for success in careers and occupations...." There are three tracks within the MAcc degree program. The Professional track is to allow those with an undergraduate accounting degree to meet the requirement that candidates for the certified public accountant examination have 150 semester hours including a bachelor's degree. Students with an undergraduate accounting degree enter this track. The second track is the Tax track. This track is intended to allow those with an undergraduate accounting degree to choose a specialty in tax by completing tax elective courses and to meet the requirement that candidates for the certified public accountant examination have 150 semester hours including a bachelor's degree. In addition, students who do not have an undergraduate degree in accounting but who have completed two introductory accounting courses, six semester hours of intermediate accounting, and three semester hours of tax may enter either the professional track or the tax track. The third track is the Accounting Practice and Reporting track. This track meets the needs of students who do not have an undergraduate degree in accounting but who wish to pursue a career in accounting.

Admission

Admission Process

Students applying to the MAcc program in the Haile/US Bank College of Business must submit the following:

1. An application for graduate admission and application fee.
2. Official copies of transcripts of all undergraduate and graduate (if applicable) coursework.
3. An official copy of the Graduate Management Admission Test (GMAT) score report taken within the last five (5) years. Exceptions to the GMAT requirement include possession of another Master's degree, M.D., J.D., or Ph.D. degree.
4. A current resume (3 years of work experience is strongly encouraged).
5. A statement of purpose explaining your interest in a MAcc degree in general and the NKU MAcc degree in particular.
6. If applicable, an official copy of the Test of English as a Foreign Language (TOEFL).

Submit applications and all supporting documents to the Office of Graduate Education, Northern Kentucky University, Nunn Drive, Highland Heights, KY 41099.

Application deadlines are as follows:

Term	Domestic Applicants	International Applicants
Fall Semester	July 1	June 1
Spring Semester	December 1	October 1
Summer Semester	April 1	March 1

Program Requirements

Additional Admission Requirements

To be considered for admission to the MAcc program, applicants must meet all requirements for admission to a Haile/US Bank College of Business program (detailed above). All academic requirements of the Haile/US Bank College of Business program related to transfer credit and academic standing (see above under Haile/US Bank College of Business main section in the graduate section of this catalog) are enforced for the MAcc program. Students who are enrolled in or have completed the MBA at NKU and choose to pursue a MAcc in the professional track may transfer up to nine semester hours completed under the MBA to degree requirements of the MAcc with the approval of the graduate program director.

Professional Track Program Requirements (30 credits hours)

The Professional Track program is a 30-semester-hour program composed of 21 semester hours of required courses and nine semester hours of electives. To enter this track, students must have completed two introductory accounting courses, a tax course, and the equivalent of six semester hours of Intermediate Accounting.

Required Courses (30 credit hours):

Three electives may be selected from any 600 level graduate course approved by the graduate program director. Prerequisites must be met. Courses that may not be used as electives are: ACC 600, ACC 604, ACC 605, ACC 606, and ACC 625.

- ACC 601 Management Control Systems (3 credits)
- ACC 603 Consolidations and Partnerships (3 credits)
- ACC 620 Tax Research and Practice (3 credits)
- ACC 640 Advanced Auditing (3 credits)
- BUS 632 CPA Law (3 credits)
- ACC 689 Professional Certification CPA Review (3 credits)
- ACC 697 Advanced Accounting Theory (3 credits)
- Elective (3 credits)
- Elective (3 credits)
- Elective (3 credits)

Tax Track Program Requirements (30 credit hours)

The Tax Track program is a 30-semester-hour program composed of 21 semester hours of required courses and nine semester hours of graduate tax electives. To enter this track, students must have completed two introductory accounting courses, a tax course, and the equivalent of six semester hours of Intermediate Accounting.

Required courses (30 credit hours):

- ACC 601 Management Control Systems (3 credits)
- ACC 603 Consolidations and Partnerships (3 credits)
- ACC 620 Tax Research and Practice (3 credits)
- ACC 640 Advanced Auditing (3 credits)
- BUS 632 CPA Law (3 credits)
- ACC 689 Professional Certification CPA Review (3 credits)
- ACC 697 Advanced Accounting Theory (3 credits)
(This capstone course must be taken in the last semester, or within nine credit hours of graduation)
- Elective (3 credits)
- Elective (3 credits)
- Elective (3 credits)

Three electives may be selected from the following graduate tax courses:

- ACC 630 Federal Taxation of Corporations (3 credits)
- ACC 632 Tax Accounting Methods (3 credits)
- ACC 634 Taxation of Partnerships and Pass Through Entities (3 credits)
- ACC 638 Advanced Individual Income Taxation (3 credits)

Accounting Practice and Reporting Track Program Requirements (30 credit hours)

The Accounting Practice and Reporting Track program is a 36-semester-hour program composed of 12 required courses. The required courses are listed below. It is suggested that courses be taken in the order presented below.

Required courses (36 credit hours):

- ACC 600 Accounting Skills (3 credits)
- ACC 604 Financial Accounting I (3 credits)
- ACC 606 Financial Accounting II (3 credits)
- ACC 500 Auditing (3 credits)
- ACC 520 Tax Planning (3 credits)
- ACC 601 Management Control Systems (3 credits)
- ACC 620 Tax Research and Practice (3 credits)
- ACC 640 Advanced Auditing (3 credits)
- ACC 603 Consolidations and Partnerships (3 credits)
- BUS 632 CPA Law (3 credits)
- ACC 689 Professional Certification CPA Review (3 credits)
- ACC 697 Advanced Accounting Theory (3 credits)

Business Administration, M.B.A.

Sandra Spataro, Ph.D., Graduate Program Director

Ned Jackson, Director of College of Business Graduate Program Administration

Purpose

The Master of Business Administration is a degree designed to equip its graduates for success and enhancement in the workplace. Through an integrated curriculum, hybrid courses, and small cohort sizes students receive all of their education and skills for advancement in their career at a location close to home in the Northern Kentucky area. The program is aimed

toward full-time working professionals, and classes are held during the week in the evening.

The program focuses on an integrated curriculum on the following topics:

- Managing and Leading Organizations
- Analytics
- Managerial Concepts and Tools
- Global Environments
- Strategy and Structure
- Managing for the Future

Admission

Admission Information

This two-year program, distinctive in content and delivery, is precisely calibrated for high-potential individuals looking to meet the demands of leading organizations in the 21st century.

Candidates need to have at least three years of experience in an organization.

They might have previous business education or maybe not. Either way, they have learned something from their work experience.

Admissions Requirements for the Program

1. An application for the MBA admission and the application fee.
2. Official copies of transcripts of all undergraduate and graduate (if applicable) coursework from accredited institutions.
3. A minimum undergraduate grade point average (GPA) of 2.75 is required for consideration.
4. An official copy of the Graduate Management Admission Test (GMAT) score report taken within the last five (5) years. A minimum score of 525 is required for consideration.
5. A current resume (Three years of work experience is highly preferred).
6. An essay explaining how an MBA can help you reach your professional goals (500-750 words)
7. Three letters of recommendation are required. One letter of recommendation must be from the most recent employer.
8. If an international applicant, the iBT TOEFL must be submitted.

This is a highly competitive program and will accept a limited number of candidates. All documentation (applications and admissions materials) must be submitted by June 1 to be considered for the fall term.

Program Requirements

Preparatory Work

To be an excellent MBA student, one must possess or acquire an understanding of the fundamentals of business. Some

MBA students may have taken coursework in business subjects while others may have not. All incoming NKU MBA students are required to complete the following online, foundational tutorials/assessments to become familiar or to be reacquainted with subject matter, an understanding of which is necessary to facilitate successful progression through the program.

The MBA Foundations online tutorials/assessments consist of 7 individual modules covering the following subjects:

- Quantitative - about 45 questions
- Statistics - about 60 questions
- Economics - about 30 questions
- Accounting - about 70 questions
- Finance - about 50 questions
- Excel 2010 - Data Presentation in Spreadsheets - about 70 questions

Upon registration, students receive instructions to obtain a tutorial access code. Once you have obtained your access code, you may take the assessments as many times as you need to achieve the required proficiency. Assessments must be completed before the beginning of Module 1 (Semester 1).

MBA Program Overview (36 credit hours)

MBA Boot Camp	MBA 600	MBA Boot Camp	0
Module 1	MBA 601	Managing and Leading in Organizations	6
Module 2	MBA 602	Analytics for Decision Making	6
Module 3	MBA 603	Managerial Concepts and Tools	6
Module 4	MBA 604	Managing for the Future	6
Module 5	MBA 605	Operating in a Global Environment	6
Module 6	MBA 606	Aligning Strategy and Structure	6

Boot Camp (Required)

This 1.5 day zero credit is intended to orient and prepare students to succeed in the MBA curriculum.

The objectives are to introduce students to:

- Critical Thinking emphasis
- Business writing skills
- Presentation skills
- The Case Method of Learning
- Elemental Aspects of Financial Analysis
- Problem Solving Processors
- Becoming Life-Long Learners
- The Systems Approach to the MBA Program
- The Expectations for Students in the Program

MBA 600 MBA Boot Camp (0 credits)

Module 1

Managing and Leading Organizations

- Managerial Decision Making
- Leadership Styles and Theories
- Teams: Structure, Composition and Processes
- Emotional Intelligence; Cognitive and Perceptual Biases
- Adaptability, Creativity, and Diversity
- Power, Networks, and Influences

MBA 601 Managing and Leading in Organizations (6 credits)

Module 2

Analytics for Decision Making

- Decision Making and Simulation
- Macro and Microeconomics
- Financial Statement and Statistical Analysis
- Pricing Perspectives and Strategies
- Securities and Firm Valuation; Risk and Return Analysis
- Managerial and Cost Accounting

MBA 602 Analytics for Decision Making (6 credits)

Module 3

Managerial Concepts and Tools

- Regulatory Issues and Public Property
- Developing Ethical Problems
- Organizational Form, Structure, and Culture
- Informal Organizational Structures and Networks
- Legal Aspects of Managerial Decision Making
- Employment Law, Diversity, and Discrimination

MBA 603 Managerial Concepts and Tools (6 credits)

Module 4

Managing for the Future

- Managing Innovation/Innovators
- Using Information as a Resource
- Market Segmentation and Opportunity Analysis
- Funding the Future of the Organization
- Forecasting and Organizational Valuation
- Business Intelligence
- Geopolitics: Present and Future

MBA 604 Managing for the Future (6 credits)

Module 5

Operating in a Global Environment

- International Trade Agreements
- Culture and Economic Differences
- Global Business: Functions, Process, and Procedures
- Global Supply Chains: Partnerships and Alliances

- Global Sourcing, Negotiating, Production, and Logistics
- Intellectual Property Issues

MBA 605 Operating in a Global Environment (6 credits)

Module 6

Aligning Strategy and Structure

- Global Competitive Advantage
- Global Project Analysis
- Strategic Issues in Managing and Growing Customer-Centered Firms
- Creating and Managing the Sustainable Enterprise
- Strategic Management of Nonprofit and Entrepreneurial Organizations
- Developing a Socially Responsible Firm

MBA 606 Aligning Strategy and Structure (6 credits)

Executive Leadership and Organizational Change, M.S.

Kenneth S. Rhee, Ph.D., Graduate Program Director

Purpose

The Master of Science in Executive Leadership and Organizational Change (ELOC) program focuses on leadership and organizational change as the key components of effective management. Today's leaders face great challenges dealing with complex and changing environments, and the program helps develop leadership competencies to help leaders and managers transform their organizations to ensure current and future success.

Office of the ELOC Program

The ELOC office is located in the Haile/US Bank College of Business, Business Academic Center, 385. Program inquiries should be directed to ELOC Program, Haile/US Bank College of Business BC 385, Northern Kentucky University, Nunn Drive, Highland Heights, KY 41099. Telephone: 859-572-5947; fax 859-572-5150; email: eloc@nku.edu.

Program Requirements

The program seeks to admit qualified students who have either full-time professional or managerial job experience. There is no GMAT or GRE requirement. Each application will be independently reviewed by a committee consisting of full-time faculty, advisory board members and current students.

Admission Requirements

Students applying to the ELOC program must submit:

- An application for graduate admission and the application fee.
- Resume.
- Personal statement, current career essay, and future career objectives essay.
- Three letters of recommendation, one of which could be a letter of nomination or support from student's current organization.

- Official copies of transcripts of all undergraduate and graduate work.

Submit completed applications to the Office of Graduate Education, Northern Kentucky University, 1 Nunn Drive, Highland Heights, KY 41099.

Applicants are eligible for admission if they have:

1. A bachelor's degree from a regionally accredited institution.
2. Minimum 3 years of professional or managerial work experience with significant decision making authority (e.g., experienced managers, small or family business owners, management consultants, human resources or technical professionals).
3. Full-time employment in a professional or managerial position at the time of application/entry is required.
4. International students need to demonstrate their English proficiency by scoring 600 or above in TOEFL.

Academic Requirements

All students will attend a two-year cohort that begins in the Fall Semester.

First Year Curriculum

Fall

- ELOC 610 Leadership Assessment and Development (3 credits)
- ELOC 615 Teams and Conflict Management (3 credits)

Spring

- ELOC 620 Action Research Methods (3 credits)
- ELOC 625 Creating High Performing Organizations (3 credits)

Summer

- ELOC 660 First Year Public Engagement Practicum (3 credits)

Second Year Curriculum

Fall

- ELOC 630 Organization Strategy Development and Systems Thinking (3 credits)
- ELOC 640 Organizational Consultation (3 credits)

Spring

- ELOC 635 Managing Organizational Change (3 credits)
- ELOC 645 Global Leadership and Sustainable Change (3 credits)

Summer

- ELOC 665 Graduation Action Research Project (3 credits)

Total Hours: 30

Graduation Requirements

Students must complete all program requirements to be eligible for graduation. The Graduation Action Research Project offers students the opportunity to integrate theory and coursework with practice. Students must complete the project, and submit a written report. All projects must be approved by Dr. Kenneth S. Rhee, ELOC Graduate Program Director.

Joint Juris Doctor/Master of Business Administration, J.D./M.B.A.

Introduction

The JD/MBA is an attractive alternative for individuals wishing to practice law and/or business in an increasingly dynamic and complex environment. It is designed to augment the knowledge of students who seek to expand their expertise in the business arena. Courses in the NKU Chase College of Law will serve as electives for the MBA degree, and Haile/US Bank MBA courses will serve as electives for the JD degree. Accordingly, the number of semester hours required to obtain the joint degree is fewer than the number required if each degree is pursued independently.

Admission

Admission Process and Requirements

New Students

Applicants for the JD/MBA degree program must apply to and meet the separate admission requirements for each college.

The NKU Chase College of Law accepts an entering class only in fall semester. The College of Law operates a dual-division program, which accommodates both full-time and part-time students. The Haile/US Bank College of Business accepts students in summer, fall and spring terms. Applicants may apply for admission as either full-time students or part-time students in both sections of the program, though the length of the program will be extended considerably for part-time evening JD/MBA students.

To be considered for admission to the MBA program, an applicant must submit the following:

1. An application for MBA admission and the application fee.
2. Official copies of transcripts of all undergraduate and graduate (if applicable) coursework.
3. An official copy of the Graduate Management Admission Test (GMAT) or GRE score report. Exceptions to the GMAT/GRE requirement include possession of another Masters, MD or Ph.D. degree.
4. A current resume (3 years of work experience is strongly encouraged).
5. A Statement of Purpose explaining your interest in an MBA degree in general and the NKU MBA degree in particular.
6. If applicable, an official copy of the Test of English as a Foreign Language (TOEFL).

For application deadline dates and a more complete description of the MBA admission materials, see previous section on MBA program or information on the web at <http://cob.nku.edu/graduatedegrees/mba.html>.

Visit <http://chaselaw.nku.edu/futurestudents/jd/apply.html> for a complete description of the NKU Chase College of Law application process and deadlines.

Currently Enrolled Students

Students currently enrolled in either the MBA or JD program may elect to pursue the joint degree if they comply with the admission requirements of each program. Students enrolled in the joint program will be eligible for membership in student organizations, fraternities and clinical programs of each college as well as for law review, mock trial, and moot court at NKU Chase College of Law.

Transfer Credit

Normally no more than 30 semester hours of law courses may be transferable toward the JD degree; no credit will be transferred for any course where a grade of less than C (2.0 on a 4.0 scale) was received. Students wishing to transfer credit must have been in good standing at an American Bar Association approved law school. All credit transferred will be with the grade of "credit." For transfer policies, refer to the graduate catalog.

Academic Standing

A student entering the joint JD/MBA program is required to complete 111 credit hours, consisting of 81 hours in the College of Law and at least 30 hours in the Haile/US Bank College of Business. If the same student were to complete each degree separately, he or she would be required to take 90 credit hours in law and at least 36 in business. Thus, at least theoretically, the joint degree program allows the student to take 12 fewer law credit hours and nine fewer business credit hours and to complete the joint degree program as much as a year earlier. Students failing in one college but meeting passing requirements in the other college and desiring to complete their degree there will be allowed to do so as long as they continue to maintain a passing average. Students who do not complete the joint program, however, will be required to meet the regular degree requirements that were in effect when they entered the joint program.

Curriculum – Business

Preparatory Work

To be an excellent MBA student, one must possess or acquire a basic understanding of the fundamentals of business courses; accounting, finance and statistics. Some incoming MBA students may have taken coursework in some or all of these areas while others may have not. All incoming NKU MBA students take an online tutorial/assessment in each of seven subject areas, confirming that each student has command of this basic business knowledge. Each student needs to attain a proficiency score of 80% or higher to fulfill each module.

The MBA Foundations online tutorials/assessments consist of 7 individual modules covering the following subjects:

1. Quantitative - about 45 questions
2. Statistics - about 60 questions
3. Economics - about 70 questions
4. Accounting - about 50 questions
5. Finance - about 50 questions
6. Excel 2010 - Data Presentation in Spreadsheets - about 70 questions: 50% proficiency required

Upon registration, students receive instructions to obtain a tutorial access code. Once you have obtained your access code, you may take the assessments as many times as you need to achieve the required proficiency. Assessments must be completed by the beginning of Module 1 (Semester 1).

MBA Program Overview (30 credit hours)

MBA Boot Camp	MBA 600	MBA Boot Camp	0
Module 1	MBA 601	Managing and Leading in Organizations	6
Module 2	MBA 602	Analytics for Decision Making	6
Module 4	MBA 604	Managing for the Future	6
Module 5	MBA 605	Operating in a Global Environment	6
Module 6	MBA 606	Aligning Strategy and Structure	6

Boot Camp (Required)

This 1.5 day zero credit is intended to orient and prepare students to succeed in the MBA curriculum.

The objectives are to introduce students to:

- Critical Thinking emphasis
- Business writing skills
- Presentation skills
- The Case Method of Learning
- Elemental Aspects of Financial Analysis
- Problem Solving Processors
- Becoming Life-Long Learners
- The Systems Approach to the MBA Program
- The Expectations for Students in the Program

MBA 600 MBA Boot Camp (0 credits)

Module 1

Managing and Leading Organizations

- Managerial Decision Making
- Leadership Styles and Theories
- Teams: Structure, Composition and Processes
- Emotional Intelligence; Cognitive and Perceptual Biases
- Adaptability, Creativity, and Diversity

Power, Networks, and Influences

MBA 601 Managing and Leading in Organizations (6 credits)

Module 2

Analytics for Decision Making

- Decision Making and Simulation
- Macro and Microeconomics
- Financial Statement and Statistical Analysis
- Pricing Perspectives and Strategies
- Securities and Firm Valuation; Risk and Return Analysis

- Managerial and Cost Accounting

MBA 602 Analytics for Decision Making (6 credits)

Module 3

JD/MBA students are not required to take this module as the material is covered in law courses.

Module 4

Managing for the Future

- Managing Innovation/Innovators
- Using Information as a Resource
- Market Segmentation and Opportunity Analysis
- Funding the Future of the Organization
- Forecasting and Organizational Valuation
- Business Intelligence
- Geopolitics: Present and Future

MBA 604 Managing for the Future (6 credits)

Module 5

Operating in a Global Environment

- International Trade Agreements
- Culture and Economic Differences
- Global Business: Functions, Process, and Procedures
- Global Supply Chains: Partnerships and Alliances
- Global Sourcing, Negotiating, Production, and Logistics
- Intellectual Property Issues

MBA 605 Operating in a Global Environment (6 credits)

Module 6

Aligning Strategy and Structure

- Global Competitive Advantage
- Global Project Analysis
- Strategic Issues in Managing and Growing Customer-Centered Firms
- Creating and Managing the Sustainable Enterprise
- Strategic Management of Non-profit and Entrepreneurial Organizations
- Developing a Socially Responsible Firm

MBA 606 Aligning Strategy and Structure (6 credits)

Law

Required law courses plus the following:

- Administrative Law (3 credits)
- Business Organizations (4 credits)*
- Employment Discrimination Law (3 credits)
- Tax-Basic Income Tax Concepts (3 credits)
- UCC: Sales and Secured Transactions (3 credits)
- Securities Regulation (3 credits)
- Tax Business Organizations and Business Planning (3 credits)

*Students may complete both Agency, Partnerships, and LLCs (3 credits) and Corporations (3 credits) in lieu of Business Organizations (4 credits).

Required Courses

For students matriculating at Chase on or after August 1, 2014, the required law courses are as follows (total 44 credit hours):

- Basic Legal Research (2 credits)
- Basic Legal Writing (3 credits)
- Civil Procedure (4 credits)
- Constitutional Law I (3 credits)
- Constitutional Law II (3 credits)
- Contracts I (3 credits)
- Contracts II (2 credits)
- Criminal Law (3 credits)
- Criminal Procedure (3 credits)
- Evidence (4 credits)
- Legal Analysis and Problem Solving (1 credit)
- Professional Responsibility (3 credits)
- Property I (2 credits)
- Property II (3 credits)
- Torts I (3 credits)
- Torts II (2 credits)

Elective courses

The additional hours needed to fulfill the total 81 law school hours will be taken from other courses offered by the College of Law, all as elective hours in the joint degree program - whether those courses are offered as core courses or as elective courses in the regular law curriculum.

Note: The core curriculum will not apply to students in the joint degree program.

Advanced writing requirements

Students in the joint degree program shall fulfill both parts of the Advanced Writing requirement.

Skills Training

Every student must pass at least three credit-hours of professional skills training beyond the required curriculum. Courses that satisfy this requirement will be identified on the course

notes that accompany registration instructions provided each semester.

Additional Information

Students enrolled in the joint degree program are advised to take these courses as they are available: anti-trust law, close corporations, securities regulation, and white collar crime. While not always offered, these courses are important courses.

No more than six hours of credit from courses listed in the "18-Hour Rule" will apply to the 81 hours needed to fulfill the law hours in the joint degree program.

Students in the joint degree program are required to take their first year of law school before starting with MBA courses. Thereafter, students will take a combination of law and business courses. The model curriculum for the joint degree program is set forth below.

Students in the joint degree program can apply no more than 4 non-classroom hours to the 81 hours needed to fulfill the law hours in the joint degree program.

Students in the joint degree program shall maintain at least a 2.5 cumulative grade point average after their first 30 hours of law study and thereafter. Students who do not achieve this GPA would be dealt with in the usual academic standing procedures, modified only for the 2.5 GPA requirements. If a student ultimately fails to meet the GPA requirement but is otherwise in good standing in the College of Law, that student could continue in the regular JD program and be required to meet all of its GPA and other requirements, including the structured curriculum and core curriculum requirements. That student could also remain in the regular MBA program provided that the student otherwise met the MBA requirements; the decision of whether the student remained in the MBA program would be made in the Haile/US Bank Haile/US Bank College of Business. Because the business courses will be offered at night only, students in the evening division will most likely not be eligible to participate in the JD/MBA program.

Course Descriptions

Additional descriptions of MBA courses may be found in this catalog; JD course descriptions may be found in the College of Law catalog.

COLLEGE OF EDUCATION AND HUMAN SERVICES

Location: Mathematics-Education-Psychology Center 206

Telephone: 859-572-6069

Fax: 859-572-6623

Email Address: coehsdean@nku.edu

Web Address: <http://coehs.nku.edu>

Dean: Dr. Cynthia Reed

Other Key Personnel:

Associate Dean: Dr. Carol Ryan

Business Officer: Carole Ziegler

Director of Development: Cynthia Siddens

Grant Expeditor: Jen Stansbury-Koenig

Administrative Secretary: Sheila Ruark

Purpose

The faculty and staff of the College of Education and Human Services (COEHS) are committed to providing graduate programs that set a standard of excellence. The programs in the college have rigor, relevance, and sustainability of the highest caliber and the faculty and staff pride themselves in the quality relationships they create and foster with students and colleagues alike.

The college offers the following graduate level programs:

Master of Social Work (MSW). These programs educate competent and ethical social workers who demonstrate leadership social work values in their communities and their profession, toward advancing social and economic justice. Graduates are particularly prepared to engage in practice with families and children in individual, group, family, and community settings. MSW offers both an advanced standing concentration and a standard/traditional concentration.

Counselor Education Programs: These programs are designed to prepare students to be professional counselors. The development of a strong professional identity, a rich knowledge base, and expertise in the skills of counseling are essential to respond to the multitude of societal changes and to the ever-expanding counseling profession. Specifically, the Master of Arts in School Counseling program prepares quality counselors for public schools in P-12 settings. The Master of Science in Clinical Mental Health Counseling prepares ethical quality counselors for community agencies or other mental health settings. Advanced counseling options, post-master's, amplify and refine the knowledge and skills of licensed clinical mental health counselors and/or certified school counselors.

Master of Arts in Education: Teacher as Leader: This program is designed specifically for certified teachers 1) to provide learning experiences that will improve the professional performance of classroom teachers, 2) to enable teachers to extend their certification as required by the Kentucky Education Professional Standards Board, and 3) to enable **Kentucky** teachers to upgrade their certification to the next rank, **or the equivalent in other states.**

Rank I Program (non-degree): This program is designed to be a logical professional step beyond Rank II for currently certified teachers. It continues to build the knowledge, skills, and leadership abilities of teachers in their current positions while also providing direction and assistance toward meeting the long-term professional career goals of teachers. A Rank I can also be earned through the Education Specialist in Teaching and Leading program described below.

Master of Arts in Teaching: This **alternative certification** program is designed for individuals who have completed a baccalaureate degree from a regionally accredited institution and wish to become teachers. Candidates will choose a teaching field at the middle grade levels, secondary grade levels, or P-12 languages of French, German, or Spanish.

Education Specialist in Teaching and Leading: The Education Specialist degree in Teaching & Leading is for teachers who wish to enhance their teaching, leadership and mentoring skills. This program engages students in learning and practicing principles and skills of collaboration, mentorship, and research-based practice, leading to improved skills for graduates, the teacher candidates under their influence, and the P-12 students in their classrooms. Program completers would be eligible for rank change (Rank 1) in Kentucky.

Education Specialist in Educational Leadership: This program is designed to prepare certified teachers to become effective leaders as principals and/or supervisors. A separate certification for superintendent is also offered by the educational leadership programs, although not as a degree.

The Doctor of Education (Ed.D.) in Educational Leadership: This program is designed to enhance leadership skills for instructional and administrative leaders in P-20 settings, as well as other instructional specialists. It is a practitioner degree designed to meet a set of "best practice" competencies/outcomes integrated with individual career and personal goals for leaders with five or more years of professional experience.

All graduate students must demonstrate progress toward meeting the state and national standards appropriate for each degree program. Students enrolled in the education related degrees must meet the Kentucky Teacher Standards, the Interdisciplinary Early Childhood Education Teacher Standards, OR the Interstate School Leaders Licensure Consortium (ISLLC) Standards. Students in the counseling programs must meet the Council for Accreditation of Counseling and Related Education (CACREP) standards. Students enrolled in the MSW degree must meet the Council on Social Work Education (CSWE) standards. Each set of standards identifies the knowledge, skills, and dispositions students must demonstrate to become effective professionals in their respective area of study.

Accreditation and Membership

The education, instructional leadership, and school counseling programs at Northern Kentucky University are accredited by the National Council for the Accreditation of Teacher Education (NCATE) and are authorized by the Kentucky Education Professional Standards Board to offer Rank II and Rank I certification programs. The University holds membership in the American Association of Colleges for Teacher Education, Teacher Education Council of State Colleges and Universities, Southern Association of Colleges and Schools, and the World Council for Curriculum and Instruction. The MSW program is accredited by the Council on Social Work Education. Founded in 1952, CSWE is recognized by the Council for Higher Education Accreditation as the sole accrediting agency for social work education in the United States. The counseling programs are accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP).

The Teacher Education Committee

The Teacher Education Committee (TEC) is the official body to establish the policies for admission, retention, and exit of all students in education, instructional leadership, and school counseling as approved by the Kentucky Education Professional Standards Board (KYEPSB). The TEC approves all curriculum changes. Its deliberations, in the case of graduate education programs, proceed to the University Graduate Council and then the University Curriculum Committee. The program directors of each graduate program work closely with the dean of the College of Education and Human Services to provide the highest caliber graduate program. In consultation with the associate provost of graduate studies, the directors are responsible for administering and ensuring compliance with regulations of the Graduate Council.

The Counseling, Social Work, and Leadership Graduate Office

Counseling, Social Work, and Leadership Graduate Office is responsible for assigning academic advisors, informing students of academic requirements, monitoring students' progress throughout their course of studies to program completion, developing and evaluating curriculum in conjunction with the Graduate Council, and coordinating course scheduling (including off-campus classes). The office MEP 295 can be reached at any one of the program emails including edleadership@nku.edu; edleadership@nku.edu; or maw@nku.edu.

The Teacher Education Graduate Office

The Teacher Education Graduate Office is responsible for assigning academic advisors, processing applications, and teacher licensure forms. The office is in MEP 263C and can be reached at gradedu@nku.edu or 859-572-1567. All students enrolled in COEHS graduate programs must check their NKU email on a regular basis to obtain updated information regarding their graduate program.

Academic Requirements

Program Offerings

Master of Social Work students who enter under this program intend to complete the admission and degree requirements for the Master of Social Work.

Master of Arts in School Counseling students who enter under this program intend to complete the admission and degree requirements and counseling certification for the Master of Arts in School Counseling unless otherwise noted.

Master of Science in Clinical Mental Health Counseling students who enter under this program intend to complete the admission and degree requirements for the Master of Science in Clinical Mental Health Counseling.

Master of Arts in Education- Teacher as Leader students who enter under this program already hold a teaching certificate, and intend to complete the admission and degree requirements for the Master of Arts in Education - Teacher as Leader program.

Rank I Teaching students who enter under this program intend to complete the admission and program requirements for the non-degree Rank I program in education.

Rank I School Counseling students who enter under this program intend to complete the admission and program requirements in order to obtain certification in school counseling.

Master of Arts in Teaching students who enter under this program intend to complete the admission and degree requirements for the Master of Arts in Teaching in order to obtain initial certification.

Superintendent Certification students who enter under this program intend to complete the admission and program requirements in order to obtain superintendent certification.

Education Specialist in Educational Leadership students who enter under this program intend to complete the admission and degree requirements for the education specialist in order to obtain the degree and certification as a P-12 principal and/or supervisor of instruction. Obtaining certification requires additional exams required by KYEPSB.

Education Specialist in Teaching and Leading students who enter under this program intend to complete the admission and degree requirements for the education specialist in order to obtain the degree. Those who enter holding Rank II status in Kentucky will be eligible to apply for Rank I status upon program completion.

Doctor of Education students who enter under this program intend to complete the degree requirements for Doctor of Education.

Visiting Students

Students enrolled in a graduate program at another regionally accredited institution may be admitted to NKU as visiting graduate students. The graduate dean of that institution must first

submit a statement of approval to the NKU Office of Graduate Education in lieu of the usual admissions documentation. The general graduate application should also be completed. The application is available at <http://apply.nku.edu>.

Non-Degree Graduate Students

Students enrolled as non-degree graduate students seeking an endorsement or additional area of certification must submit a copy of their teaching certificate in addition to the admission requirements of Northern Kentucky University for non-degree admission. A signed curriculum contract and codes of ethics are required in the first semester if seeking an endorsement or additional area of certification. In order to add the certification or request a rank change based on the planned program of study the policies below on teacher certification apply.

Course Numbering

Courses numbered 500-599 are open to upper-division undergraduates who have completed at least 54 undergraduate semester hours and to graduate students. Courses numbered at the 600-799 level are open to graduate students only. Courses numbered at the 800 level are open to students admitted to a doctoral program only.

Academic Advising

Once students have been admitted to a graduate program in the College of Education and Human Services they are assigned an academic advisor through either the Counseling, Social Work and Leadership Graduate Office or the Teacher Education Graduate Office. Because of the complexity of the programs at the graduate level, students are expected to maintain close consultation with their advisors. It is the responsibility of the students to confer with their advisors and to take the courses needed to complete their coursework. Students should be advised to follow their prescribed course of study and to check with their advisors before they schedule classes not listed on the appropriate course of study. Students should refer to the graduate COEHS website or the program handbook for additional information.

Teacher Certification

Teachers holding regular teaching certificates and who have completed an approved four-year college degree or the equivalent are classified as Rank III by the Education Professional Standards Board. Applicants for admission to graduate education programs at NKU must be certified at the Rank III level or above or have a statement of eligibility to be admitted to the program. Teaching certificates from out of state must be equivalent to those required for admission to the graduate studies programs. Substitute teaching certificates are not equivalent to a teaching certificate and are not accepted for the admission process.

The Education Professional Standards Board will grant Rank II status to teachers holding a teaching certificate who either have a master's degree in a subject field approved by the Education Professional Standards Board or equivalent preparation. NKU offers three programs leading to Rank II status: 1) the Master of Arts in Education-Teacher as Leader, 2) the

Master of Arts in Teaching, and 3) the Master of Arts in School Counseling.

The Education Professional Standards Board will grant Rank I classification to teachers holding regular teaching certificates who have either a master's degree in a subject field approved by the Education Professional Standards Board or equivalent preparation and who, in addition, have earned 30 semester hours of approved graduate work or its equivalent. NKU's non-degree Rank I, the Education Specialist in Teaching and Leading, and the Education Specialist in Educational Leadership are approved by the Kentucky Education Professional Standards Board as appropriate planned programs for achievement of a Rank I classification.

Since the Master of Arts in Education-Teacher as Leader, Rank I, Education Specialist in Educational Leadership, Education Specialist in Teaching and Leading, Master of Arts in School Counseling and Master of Arts in Teaching programs are planned programs, attainment of appropriate ranking will result only through an institutional recommendation. Students planning to finish the Master of Arts in Education-Teacher as Leader, Rank I Program, Education Specialist in Educational Leadership, Education Specialist in Teaching and Leading, Master of Arts in School Counseling, Master of Arts in Teaching, or any certification or endorsement program as non-degree must complete the necessary application for Kentucky certification or change in salary rank according to the following time schedule:

Completion	Deadline
Spring	May 1
Summer	August 1
Fall	December 1

These forms, which may be obtained online at the KYEPSB website (www.kyepsb.net) and submitted to the appropriate office: Teacher Education Graduate Office (MEP 263C) or Counseling, Social Work and Leadership Graduate Office (MEP 295) are sent as recommendations to the Kentucky Education Professional Standards Board after the student's course of study has been certified by the appropriate office. NKU master's programs are approved curricula for the renewal of Kentucky teaching certificates. Therefore, in most cases, students completing the master's program will be recommended for the appropriate teaching certificate in addition to the rank change. Because these programs have detailed admission standards and prerequisites including Praxis exams or other tests required by KYEPSB, students enrolling in one of the programs should work closely with their graduate advisor and the appropriate office throughout the program. Students teaching out of state should check with the licensure/certification entity for the state to see what is required of them for a change in pay or certification.

Department of Teacher Education

Location: Mathematics, Education and Psychology 251

Telephone: 859-572-1567

Fax: 859-572-6096

Email Address: gradedu@nku.edu

Web Address: <http://coehs.nku.edu/gradprograms.html>

Department Chair: Vacant

Other Key Personnel:

Graduate Program Director, Master of Arts in Education: Teacher as Leader - Steve Crites

Graduate Program Director, Education Specialist: Teaching and Leading (Rank 1) - Steve Crites

Graduate Program Director, Master of Arts in Teaching - Doug Feldmann

Program Assistant - Diana VonHagel

The Teacher Education Graduate Office assists students in the following programs: Master of Arts in Education - Teacher as Leader, Master of Arts in Teaching, Education Specialist in Teaching and Leading, and Rank 1 Certification. Our staff provides information about the programs, processes applications, and makes recommendation to the state for certificate or rank changes. Degree seeking students are assigned a faculty academic advisor who will monitor their progress through program completion. The office can be reached at gradedu@nku.edu or 859-572-1567.

Education -Teacher as Leader, M.A.

Vacant, Department Chair

Steve Crites, Ph.D., Graduate Program Director

Purpose

The Teacher as Leader Program is designed to foster an educational culture in which instruction and learning are informed by research and continuous data collection and analysis, while embracing the NKU themes of diversity, technology, and civic engagement.

The program requires 30 credit hours of graduate-level coursework earned beyond the bachelor's degree and initial teacher certification. Kentucky Teacher Standards are met through an action research project and other program experiences.

Contact Information

Teacher Education Graduate Office - MEP 263C
gradedu@nku.edu or 859-572-1567

Admission Requirements and Process

All admission requirements should be submitted to the Office of Graduate Education in the Lucas Administrative Center, AC 302, before the application deadline (available on the Office of Graduate Education web page). Applicants whose admission requirements are not complete by the application deadline will be considered for admission if space is available.

To be eligible for admission applicants must submit:

1. Official Transcripts: Submit official transcripts for all undergraduate and graduate coursework. One transcript must show conferral of a bachelor's degree from a regionally accredited institution. Students who have attended NKU are not required to submit official transcripts for NKU coursework.
2. Graduate Record Examination (GRE) Scores: Submit official scores for the Graduate Record Examination (general test) taken within the past five years. The GRE requirement is waived for applicants who have an undergraduate grade point of 3.0 or higher, and for applicants who have already earned a master's degree from a regionally accredited institution.
3. Statement of Professional Goals (SPG): Submit a typewritten Statement of Professional Goals, approximately 300-400 words in length. The SPG should state the applicant's reasons for pursuing the Master of Arts in Education: Teacher as Leader degree and the concentration and/or endorsement desired. The SPG should also state the applicant's goals for professional growth and explain specifically how the chosen degree program/endorsement area will make it possible for the applicant to achieve these goals and improve his/her knowledge and skills as a teacher. The SPG will be evaluated for completeness, quality of written expression, and clarity of professional goals.
4. Letters of Recommendation: Submit three (3) recommendation forms with attached letters of recommendation. Applicants should seek recommendations from colleagues familiar with the applicant's qualifications for graduate study (e.g., former professor, current principal, supervisor). Letters of recommendation may be directly typed into the form or attached. Attached letters of recommendation must be written on official letterhead and have the signature of the individual providing the recommendation. Within the letter, those providing recommendations should explain their professional role, their relationship to the applicant, and their assessment of the applicant's qualifications for graduate study. Recommendation letters submitted without the recommendation form will not be accepted. Recommendation forms are available on the Office of Graduate Education website.
5. Teaching Certificate: Submit a copy of current teaching certificate or out-of-state equivalent. New teachers in Kentucky may submit a Kentucky Statement of Eligibility.
6. Teacher as Leader Admission Agreement: Print, sign, and submit the Teacher as Leader Admission Agreement to the Office of Graduate Education. The agreement form is available at <http://gradschool.nku.edu/admissions/application-forms.html>.

International students or students whose native language is not English should contact the International Student and Scholar Services (ISSS) to inquire about policies regarding official transcript evaluations and English proficiency. Transcript evaluations and/or TOEFL scores may be required for admission to the Teacher as Leader program. ISSS may be

reached by telephone at 859-572-6517 or by email at iss@nku.edu.

Preference will be given to applicants with an undergraduate grade point average of 2.75 or higher, and GRE scores of 139 or higher in Quantitative Reasoning, 150 or higher in Verbal Reasoning, and 3.5 or higher in Analytical Writing. Applicants who meet two or more of these requirements will be considered, but may be required to take additional coursework.

Applicants who took the GRE exam before August 1, 2011 which had a score scale ranging from 200-800 will be accepted in the program based on GRE scores of the same percentile rank according to the concordance table published by Educational Testing Service.

Application Review and Deadlines

Only complete application files will be reviewed. Admission will be offered to the number of applicants sufficient to meet enrollment limits. Applicants whose application files are not complete before the priority deadline may only be considered for admission if enrollment limits have not yet been met. The following is the graduate application review schedule:

<i>Complete application files received by the priority deadline of:</i>	<i>will be reviewed in the month of:</i>	<i>for admission in term (or later):</i>	<i>Decision letter will be emailed on or near:</i>
July 1	July	Fall	July 15
November 1	November	Spring	November 15
April 1	April	Summer	April 15

Admission decisions are not made based on single admission criteria (e.g., GRE scores, GPA, SPG, etc.). Applicant's files are evaluated holistically when estimating an applicant's readiness for graduate study; therefore, submitting the required admissions documents or attaining the minimum requirements does not guarantee admission to the program.

Curriculum Criteria

Core Courses (15 credit hours)

- EDG 607 Orientation to MAED Teacher as Leader (0 credits) *(Must be taken in the first semester)*
- EDG 602 Technology in Education (3 credits) *(Must be taken in first semester)*
- EDG 605 Introduction to Educational Research for School Leaders (3 credits) *(Must be taken within the first two semesters)*
- EDG 606 Leadership in a Diverse Society (3 credits) (Diversity field placement required)
- EDG 615 Instructional Design and Curriculum for School Leaders (3 credits)
- EDG 691 Applied Education Research I (2 credits)
- EDG 692 Applied Education Research II (1 credit)

Individual Competence Development (3-6 credit hours)

Any MAEd applicant whose previous coursework does not include a course in the teaching of reading and/or a course in

the teaching of students with exceptionalities will be required to take such courses as part of this program.

Elective Courses (3 credit hours)

Candidates in concentration areas requiring only 12 credits will select a course based on their Statement of Professional Goals with approval of his/her advisor and the graduate director to strengthen instructional design and teaching competence (e.g. reading/literacy, special education, statistics). Students who are required to complete courses within the Individual Competence Development component may apply one course (3 credit hours) to the elective course requirement.

Concentrations (12-15 credit hours)

Content Option

Candidate takes 12 credit hours of content courses in area(s) of his/her teaching certification. Courses meeting the content component must be approved by the student's advisor and the Teacher Education Graduate Office prior to student enrolling in the courses.

Interdisciplinary Early Childhood Education (Birth-K)

For IECE Certification: Completion of all courses (18 credit hours) and Praxis exam(s) as required by KYEPSB.

This is an option designed to assist teachers with an existing elementary or special education teaching certificate to achieve the IECE certificate.

Required Courses (18 credit hours)

- EDU 552 Infant Toddler Education and Programming (3 credits)
- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDU 569 Kindergarten Education and Programming (3 credits)

Choose one of the following (3 hours):

- EDU 551 Preschool Education and Programming (3 credits)
- EDU 554 Language Development and Emergent Literacy (3 credits)

Choose one of the following (3 hours):

- EDU 565 Early Childhood Assessments for Screening (3 credits)
- EDU 566 Ongoing Assessment in Early Childhood Education (3 credits)

Electives choose one (3 credit hours):

- EDU 500 Core Principles of Early Childhood Edu (3 credits)
- EDU 550 Current Trends in Early Childhood Education (3 credits)

- EDU 568 Administration and Supervision in Early Childhood Education (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)
- EDU 567 Math and Science Exploration PreK-3rd (3 credits)
- EDS 562 Early Childhood Special Education Programs (3 credits)

Learning Behavior Disabilities (P-12)

For LBD Certification: Completion of all courses (33-36 credit hours) and Praxis exams as required by KYEPSB

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- EDG 658 Assessment Techniques for P-12 Mathematics (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Moderate and Severe Disabilities (P-12)

If not certified in LBD

Candidate must complete the following courses or course equivalencies to pursue the moderate to severe certification:

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

LBD Certified

Moderate and Severe Disabilities for students who are currently LBD certified or have completed the prerequisite courses:

For MSD certification: Completion of all courses (19-22 credit hours) and Praxis exam(s) as required by KYEPSB.

- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDG 653 Language Development of Students with Disabilities (3 credits)
- EDG 665 Transdisciplinary Collaboration (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 669 Diagnostic/Prescriptive Teaching (4 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Gifted Education (P-12)

For Gifted and Talented Endorsement: Completion of all courses (12 credit hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite to starting the endorsement: One year of full time teaching experience.

Students must take EDG 621 and EDG 623 before they will be permitted to enroll in EDG 625 and EDG 627.

Core Courses

- EDG 621 Introduction to Gifted Education (3 credits)
- EDG 623 Teaching Creative Higher-Level Thinking (3 credits)
- EDG 625 School Programs for Gifted Students (3 credits)
- EDG 627 Seminar and Field Experiences in Gifted Education (3 credits)

Reading Endorsement (P-12)

For Reading Endorsement: Completion of all courses (16 credit hours), and Praxis exam(s) as required by KYEPSB.

One Prerequisite Course (3 credit hours)

Choose one of the following:

- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits) (Kentucky Reading Project)
- EDG 693 Selected Topics in Education (1-3 credits) (Adolescent Literacy Project)
- EDU 525 Differentiated Literacy Instruction (3 credits)

Core Courses (13 credit hours)

- EDG 632 Classroom-Based Literacy Assessment (3 credits)
- EDG 637 Literacy Clinic I (3 credits)
- EDG 639 Literacy Clinic II (3 credits)
- EDG 692 Applied Education Research II (1 credit) Choose one of the following:
- EDU 530 Reading in Junior and Senior High School (3 credits)
- EDG 636 Reading Instruction in Middle Grades (3 credits)

Environmental Education Endorsement (P-12)

For Environmental Education Endorsement: Completion of 12 semester hours in accordance with the environmental education endorsements to meet the NAAEE Guidelines for the Initial Preparation of Environmental Educators Standards.

Students must gain their advisors' approval prior to enrolling in courses.

Completion of all courses (12 semester hours) and Praxis exam(s) as required by KYEPSB.

Core Courses (6 credit hours)

- EDU 545 Fundamentals of Environmental Education (3 credits)
- EDU 546 Teaching Environmental Education (3 credits)

Elective Courses, choose two (6 credit hours)

- ENV 578 Environmental Issues for Educators (3 credits)
- EDU 544 Aquatic Ecology for Teachers (3 credits)

OR

- BIO 644 Aquatic Ecology for Teachers (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits)

Instructional Computer Technology: (P-12)

For ICT Endorsement: Completion of all courses (15 credit hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite Course (First Course)

- EDG 602 Technology in Education (3 credits)

Instructional Design Strand, choose one of the following:

- EDG 641 Applying Innovative Tech in Ed Prac (3 credits)
- EDA 624 Technology and Best Practices for School Improvement (3 credits)

Distance Learning and Web Concepts Strand, choose one of the following:

- EDG 642 Designing Online Instruction (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits) *

Technical Component Strand, choose one (4 semester hours)

- EDG 643 Technology Systems in Schools (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits)

Final Course

- EDG 646 Research in Educational Technology (3 credits)**

Note: *EDG 603 may be taken when the topic fits the specified strand with advisor approval

***EDG 691 and EDG 692 will take the place of EDG 646 for students enrolled in the master's degree program

English as a Second Language (ESL) Endorsement:

Completion of all courses (15 credit hours) and PRAXIS exam(s) as required by KYEPSB.

- ESL 601 Advocacy and Leadership in TESOL (3 credits)
- ESL 605 Second Language Acquisition Classroom for Teachers (3 credits)
- ESL 602 Testing and Evaluation in Second Language Teaching (2 credits)
- ESL 606 Methods/Materials for Teachers of TESOL (4 credits)
- ESL 608 Grammar & Linguistics Teachers of TESOL (3 credits)

Special Education not leading to endorsement

Completion of all courses (12 credit hours)

Required Courses: (substitutions must have prior advisor approval)

- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

Choose one of the following:

- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDG 653 Language Development of Students with Disabilities (3 credits)

- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- Other (with advisor approval) (3 credits)

Autism/Applied Behavior Analysis

Completion of all required courses (18 credit hours)

Required Courses (18 credit hours)

- EDS 573 Individuals w Autism Spectrum Disorders (3 credits)
- EDG 661 Research Methods in Applied Beh Analysis (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 670 Ethical Considerations Applied Beh Analy (3 credits)
- EDG 671 Implementing ABA Prog Applied Settings (3 credits)

Optional Course

- EDG 672 Practicum in Autism/Applied Beh Analysis (2-4 credits)

Exit Criteria

1. Completion of 30 semester hours with a minimum 3.0 GPA.
2. Completion of area of concentration with a minimum 3.0 GPA.
3. Completion of all core courses, concentration courses, and elective or core competency courses used for the degree with a C or better.
4. Signed Codes of Ethics for Kentucky School Personnel and College of Education and Human Services.
5. Signed copy of Master of Arts in Education: Teacher as Leader curriculum contract and appropriate area of concentration curriculum contract.
6. Successful completion and presentation of Collaborative Action Research Project.

Teaching, M.A.T.

Vacant, Department Chair

Doug Feldmann, Ph.D., Graduate Program Director

Purpose

This program is designed for individuals who wish to become certified teachers in middle schools or high schools. Candidates who enter this program must hold a baccalaureate degree from a regionally accredited institution. It is intended for individuals who are looking for a career change and desire to become dedicated educators in areas of need. Upon successful completion of the program, candidates will earn a Master of Arts in Teaching degree and a recommendation for Kentucky certification in one of the following certification areas.

The curriculum for the MAT program is designed to be completed in five semesters (including one summer). Candidates

enroll in the fall semester and continue through the following spring, summer, and fall terms, then culminate with student teaching (clinical experience) or KTIP during the spring term of the second year. The primary purpose of this format is to allow candidates who are employed on a full-time basis to continue their employment while attending Master of Arts in Teaching classes in evenings and online.

Areas of Certification available through the MAT:

Middle Grades 5-9	Secondary Grades 8-12	Grades P-12
English and Communications	Biological Sciences	French
Mathematics	Chemistry	German
Integrated Science	Earth/Space Science	Spanish
Social Studies	English	
	Mathematics	
	Physics	
	Social Studies	

The MAT program does not provide certification in Elementary Education.

Contact Information

Teacher Education Graduate Office - MEP 263C
 gradedu@nku.edu or 859-572-1567

Admission Requirements

Phase I: Pre-Admission

To be considered for admission to the MAT program, you must submit the following items to the Teacher Education Graduate Office (MEP 263C) and meet the following conditions:

1. Submit a supplemental MAT program application available online on the College of Education & Human Services website (http://coehs.nku.edu/content/dam/coehs/docs/grad/MAT%20SuppApp_new.pdf).
2. Submit a letter to the MAT admissions committee that includes a brief autobiography, a description of life experiences related to the planned certification area, teaching, or other experiences with children outside the formal educational community other than family members.
3. Submit a current resume that includes work experience, prior education, and experience working with children other than in a family setting, whether through work or volunteerism.
4. Submit an unofficial copy of all college transcripts from regionally accredited institutions documenting all undergraduate and graduate coursework. You

must have an earned undergraduate grade point average (GPA) of at least 2.75 on a 4.0 scale or 3.0 in the last 30 hours of undergraduate study.

When the four pre-admission documents are received, the Teacher Education Graduate Office will initiate an evaluation of all transcripts that document the content area in which the applicant plans to teach and will schedule a panel interview by the MAT admissions committee.

Transcripts will be evaluated by authorized faculty members of Northern Kentucky University. The applicant will be notified by the Teacher Education Graduate Office when the transcript evaluation is complete. If the evaluation indicates that additional content area coursework is required, the applicant will be required to complete the necessary undergraduate coursework for that certification area before being fully admitted to the MAT program. No content course in which a grade below C was earned may be accepted as part of the content area, and the certification GPA (combined both previously earned credit as well as new credits required as a result of the transcript evaluation) must be no lower than 2.75 on a 4.0 scale.

Applicants must successfully complete a panel interview by the admissions committee with an on-demand written essay to assess an applicant's qualifications, dispositions, and ability to communicate clearly.

The MAT admission committee will review all candidates' files and make preliminary admissions decisions based on all of the materials submitted, the panel interview, and the on-demand written essay. Pre-admission applicants will receive written notification of the MAT admission committee's preliminary decision with instructions outlining the procedures to apply for full admission to the program. **The MAT program is a limited enrollment program. Meeting the minimum preadmission requirements does not guarantee admission to the program.**

Phase II: Application and Admission

Applicants must receive a positive recommendation in Phase I (Pre-admission) from the MAT admission committee before continuing to Phase II (Application & Admission). Once an applicant has received the approval of the MAT admission committee to continue to Phase II, he/she must submit the following items to the Office of Graduate Programs in order to be fully admitted to the MAT program:

1. NKU application for graduate admission.
2. Official transcripts from all institutions attended sent directly from the universities.
3. Three letters of recommendation from individuals who can attest to the candidate's potential for teaching.
4. A criminal and federal background check. Recommended service to be used is Certified Background: <https://www.certifiedprofile.com/> (NKU's Package Code: NQ45)
5. Official notification of appropriate Praxis II content exam(s) with the minimum score required by the state of Kentucky. To register, go to: <http://www.ets.org> and look for PRAXIS II under Kentucky state requirements.

6. Transcript(s) showing completion of a bachelor's degree from a regionally accredited institution with the grade point average (GPA) of at least 2.75 on a 4.0 scale, or a GPA of at least 3.0 in the last 30 semester hours of coursework.
7. Successful completion of the "Core Academic Skills for Educators" test, administered by the Educational Testing Service, with minimum passage scores as follows (To register for the Core Academic Skills for Educators test, go to <http://www.ets.org>) :
 - a. Reading - 156
 - b. Mathematics - 150
 - c. Writing - 162

OR

Official notification of Graduate Record Exam (GRE) with the following corresponding scores:

- a. Verbal Reasoning with a minimum score of 150
- b. Quantitative Reasoning with a minimum score of 143
- c. Analytical Writing with a minimum score of 4.0

To register for the GRE, visit <http://www.ets.org/gre>.

If the applicant is applying for the Alternative Certification option of the Program under SB77, he/she should submit (1) a form (available in the COEHS Graduate Education Office) from the superintendent indicating the district's intention to employ and (2) a completed CA-TP form for the Kentucky Education Professional Standards Board. Once accepted, the applicant must obtain a signature on the MAT Verification of Employment form.

To be fully admitted to the MAT program, the applicant's complete application must be approved by the MAT admission committee and the Teacher Education Committee.

Course Requirements

Fall Semester I (7 credit hours)

- EDMT 611 Studies of the Learners (2 credits)
- EDMT 612 Classroom Management (2 credits)
- EDMT 622 Cultural Identity in Schooling (2 credits)
- EDMT 692 Field Experience I (1 credit)

Spring Semester I (8 credit hours)

- EDMT 632 Curriculum Design and Assessment (3 credits)
- EDMT 621 Students with Exceptionalities in Middle/Secondary Classrooms (3 credits)
- EDMT 693 Field Experience II (2 credits)

Summer Semester (5 credit hours)

- EDMT 610 Foundation of American Schooling (2 credits)

- EDU 530 Reading in Junior and Senior High School (3 credits)

Fall Semester 2 (7 credit hours)

- EDMT 641 Technology in Middle/Secondary Classrooms (2 credits)
- EDMT 694 Field Experience III (2 credits)
- Methods Course (3 credits)**

Spring Semester 2 (9 credit hours)

- EDMT 696 Clinical Experience (1-9 credits)

Total Hours: 36

*Students pursuing secondary English certification are required to take two methods courses (ENG 620 and ENG 630). Students pursuing two middle grades content areas are required to take a methods course in each content area. This may require an additional semester beyond the five semester program.

Exit Requirements

Before a degree or certification can be awarded, students must:

1. Complete and submit the Praxis II PLT at the appropriate grade levels with a passing score as prescribed by the KY Education Professional Standards Board.
2. Complete the MAT curriculum with at least a 3.0 grade point average on a 4.0 scale.
3. Complete all required coursework used for the degree with a C or higher.
4. If the KTIP (Kentucky Teacher Internship Program) was taken during the last semester, it is necessary to successfully complete the entire intern year before a Master of Arts in Teaching degree may be conferred.
5. Formally apply for the master's degree graduation. Applications may be found on myNKU.

Education Specialist Teaching and Leading, Ed.S.

Vacant, Department Chair

Steve Crites, Ph.D., Graduate Program Director

Purpose

The Education Specialist degree in Teaching & Leading is for teachers who wish to enhance their teaching, leadership and mentoring skills. This program would engage students in learning and practicing principles and skills of collaboration, mentorship, and research-based practice, leading to improved skills for graduates, the teacher candidates under their influence, and the P-12 students in their classrooms. Program completers would be eligible for rank change (Rank 1) in Kentucky.

The program requires 30 credit hours of graduate level coursework earned beyond the Master's degree and initial teacher certification. Kentucky Teacher Standards, Advanced

Level, are met through an action research project and other program experiences.

Contact Information

Teacher Education Graduate Office - MEP 263C
gradedu@nku.edu or 859-572-1567

Admission Requirements and Process

All admission requirements should be submitted to the Office of Graduate Education in Lucas Administrative Center, AC 302, before the application deadline (available on the Office of Graduate Education web page). Applicants whose admission requirements are not complete by the application deadline will be considered for admission if space is available.

To be eligible for admission, applicants must submit:

1. Official transcripts sent from all undergraduate and graduate institutions attended. One transcript must show successful completion of master's degree in education or in the content area of the applicant's teaching certificate.
2. A copy of the applicant's Kentucky teaching certificate showing certification at the Rank II level, or out-of-state equivalent.
3. A statement of professional goals that explains the applicant's goals for professional growth and demonstrates high-quality written expression.
4. Submit three recommendation forms with attached letters of recommendation. Applicants should seek recommendations from colleagues familiar with the applicants' qualifications for graduate study (e.g. professor, supervisor, etc.). Letters may be typed directly into the recommendation form. If separate letters of recommendation are attached, they must be written on official letterhead and have the signature of the individual providing the recommendation.

International students or students whose native language is not English should contact International Student and Scholar Services (ISSS) to inquire about policies regarding official transcript evaluations and English proficiency. Transcript evaluations and TOEFL/IELTS scores are required for admission to this program. ISSS may be reached by telephone at 859-572-6571 or by e-mail at iss@nku.edu.

Application Review and Deadlines

Only complete application files will be reviewed. Admission will be offered to the number of applicants sufficient to meet enrollment limits. Applicants whose application files are not complete before the priority deadline may only be considered for admission if enrollment limits have not yet been met. The following is the review schedule:

<i>Completed application files received by the priority deadline of:</i>	<i>Will be reviewed in the month of:</i>	<i>For admission in this term (or later):</i>	<i>Decision letter will be e-mailed on or near:</i>
July 1	July	Fall	July 15
November 1	November	Spring	November 15
April 1	April	Summer	April 15

Admission decisions are not made based on a single admission criterion. Applicants' files are evaluated holistically when estimating an applicant's qualifications. Therefore, submitting the required admissions documents or attaining the minimum requirements does not guarantee admission to the program.

Curriculum Requirements

Core Courses (15 credit hours)

Mentorship Core (6 credit hours)

- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDG 701 Supervision of Field & Clinical Experience (3 credits)

Research Core (9 credit hours)

- EDG 605 Introduction to Educational Research for School Leaders (3 credits)
- EDG 702 Research Based Teaching (3 credits)
- EDG 703 Capstone in Action Research (3 credits)
- Elective Course (0-3 credit hours)

Candidates in concentration areas requiring only 12 credits will select a course based on his/her statement of professional goals with approval of the advisor and the graduate program director to strengthen instructional design and teaching competence.

Concentration (12-15 credit hours)

Candidates will select one of the following concentrations:

Content Option

Candidate takes 12 credit hours of content courses in area(s) of his/her teaching certification. Courses meeting the content component must be approved by the student's advisor and the Teacher Education Graduate Office prior to student enrolling in the courses.

Interdisciplinary Early Childhood Education (Birth-K)

For IECE Certification: Completion of all courses (21 credit hours) and Praxis exam(s) as required by KYEPSB. This is an option designed to assist teachers with an existing elementary or special education teaching certificate to achieve the IECE certificate.

Required Courses (18 credit hours)

- EDU 552 Infant Toddler Education and Programming (3 credits)
- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)

Choose one of the following:

- EDU 551 Preschool Education and Programming (3 credits)
- EDU 554 Language Development and Emergent Literacy (3 credits)

Choose one of the following:

- EDU 565 Early Childhood Assessments for Screening (3 credits)
- EDU 566 Ongoing Assessment in Early Childhood Education (3 credits)
- EDU 569 Kindergarten Education and Programming (3 credits)

Electives (choose one - 3 credit hours)

- EDU 500 Core Principles of Early Childhood Edu (3 credits)
- EDU 550 Current Trends in Early Childhood Education (3 credits)
- EDU 568 Administration and Supervision in Early Childhood Education (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)
- EDU 567 Math and Science Exploration PreK-3rd (3 credits)
- EDS 562 Early Childhood Special Education Programs (3 credits)

Learning and Behavior Disabilities (P-12) (33-36 credit hours)

For LBD Certification: Completion of all courses (33-36 credit hours) and Praxis exams as required by KYEPSB.

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- EDG 658 Assessment Techniques for P-12 Mathematics (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Moderate and Severe Disabilities (P-12)

If not certified in LBD (15 credit hours)

Candidate must complete the following courses or course equivalencies to pursue the moderate to severe certification:

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

If LBD certified (19-22 credit hours)

Moderate and Severe Disabilities for students who are currently LBD certified or have completed the prerequisite courses:

For MSD certification: Completion of all courses (19-22 credit hours) and Praxis exam(s) as required by KYEPSB.

- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDG 653 Language Development of Students with Disabilities (3 credits)
- EDG 665 Transdisciplinary Collaboration (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 669 Diagnostic/Prescriptive Teaching (4 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Gifted Education (P-12) (12 credit hours)

For Gifted and Talented Endorsement: Completion of all courses (12 credit hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite to starting the endorsement: One year of full time teaching experience.

Students must take EDG 621 and EDG 623 before they will be permitted to enroll in EDG 625 and EDG 627.

- EDG 621 Introduction to Gifted Education (3 credits)
- EDG 623 Teaching Creative Higher-Level Thinking (3 credits)
- EDG 625 School Programs for Gifted Students (3 credits)
- EDG 627 Seminar and Field Experiences in Gifted Education (3 credits)

Reading Endorsement (P-12)

For Reading Endorsement: Completion of all courses (16 credit hours), Praxis exam(s) as required by KYEPSB.

One Prerequisite Course (3 credit hours)

Choose one of the following:

- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits) (Kentucky Reading Project)
- EDG 693 Selected Topics in Education (1-3 credits) (Adolescent Literacy Project)
- EDU 525 Differentiated Literacy Instruction (3 credits)

Core Courses (13 credit hours)

- EDG 632 Classroom-Based Literacy Assessment (3 credits)
- EDG 637 Literacy Clinic I (3 credits)
- EDG 639 Literacy Clinic II (3 credits)
- EDG 692 Applied Education Research II (1 credit)

Choose one of the following:

- EDU 530 Reading in Junior and Senior High School (3 credits)
- EDG 636 Reading Instruction in Middle Grades (3 credits)

Environmental Education Endorsement (P-12) (12 credit hours)

For Environmental Education Endorsement: Completion of 12 credit hours in accordance with the environmental education endorsements to meet the NAAEE Guidelines for the Initial Preparation of Environmental Educators Standards. Students must gain their advisors' approval prior to enrolling in courses.

Completion of all courses (12 credit hours) and Praxis exam(s) as required by KYEPSB.

Core Courses (6 credit hours)

- EDU 545 Fundamentals of Environmental Education (3 credits)
- EDU 546 Teaching Environmental Education (3 credits)

Elective Courses, choose two (6 credit hours)

- ENV 578 Environmental Issues for Educators (3 credits)
- EDU 544 Aquatic Ecology for Teachers (3 credits)

OR

- BIO 644 Aquatic Ecology for Teachers (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits)

Instructional Computer Technology (P-12) (15 credit hours)

For ICT Endorsement: Completion of all courses (15 credit hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite Course (3 credit hours)

- EDG 602 Technology in Education (3 credits)

Instructional Design Strand, choose one (3 credit hours)

- EDG 641 Applying Innovative Tech in Ed Prac (3 credits)
- EDA 624 Technology and Best Practices for School Improvement (3 credits)

Distance Learning & Web Concepts Strand, choose one (3 credit hours)

- EDG 642 Designing Online Instruction (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits) *

Technical Component Strand, choose one (4 credit hours)

- EDG 643 Technology Systems in Schools (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits)

Final Course (credit hours)

- EDG 646 Research in Educational Technology (3 credits) **

Note: *EDG 603 may be taken when the topic fits the specified strand with advisor approval.

**EDG 691 & EDG 692 will take the place of EDG 646 for students enrolled in the master's degree program.

English as a Second Language (ESL) Endorsement (15 credit hours)

Completion of all courses (15 credit hours) and PRAXIS exam(s) as required by KYEPSB.

- ESL 601 Advocacy and Leadership in TESOL (3 credits)

- ESL 605 Second Language Acquisition Classroom for Teachers (3 credits)
- ESL 602 Testing and Evaluation in Second Language Teaching (2 credits)
- ESL 606 Methods/Materials for Teachers of TESOL (4 credits)
- ESL 608 Grammar & Linguistics Teachers of TESOL (3 credits)

Special Education not leading to endorsement

Completion of all courses (12 credit hours)

Required Courses (9 credit hours; substitutions must have prior advisor approval):

- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

Choose one of the following (3 credit hours):

- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDG 651 Assistive Technology in Special Education (3 hours)
- EDG 653 Language Development of Students with Disabilities (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- Elective (With advisor approval) (3 credits)

Total Special Education not leading to certification Hours: 12**Autism/Applied Behavior Analysis**

Completion of all courses (18 credit hours)

Required Courses (18 credit hours)

- EDS 573 Individuals w Autism Spectrum Disorders (3 credits)
- EDG 661 Research Methods in Applied Beh Analysis (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 670 Ethical Considerations Applied Beh Analy (3 credits)
- EDG 671 Implementing ABA Prog Applied Settings (3 credits)

Optional Course

- EDG 672 Practicum in Autism/Applied Beh Analysis (2-4 credits)

Individually Constructed Planned Program

15 credits selected in consultation with advisor

Total Ed.S. Program Hours: 30

Exit Criteria

1. Signed curriculum contracts for the Education Specialist in Teaching & Learning degree program.
2. Signed Codes of Ethics for Kentucky School Personnel and College of Education and Human Services.
3. Successful completion of the Education Specialist in Teaching & Learning degree courses, with a minimum GPA of 3.0, for a total of 30 hours.
4. Successful completion of Action Research Project.

Rank I Teaching

Vacant, Department Chair

Steve Crites, Ph.D., Graduate Program Director

Purpose

The Rank I Teaching program is designed as the next logical step for a teacher to obtain a Rank change following the completion of a Rank II.

Contact Information

Teacher Education Graduate Office - MEP 263C
gradedu@nku.edu or 859-572-1567

Admission Criteria

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the following criteria.

To be eligible for admission applicants must have:

1. A master's degree from regionally accredited institution of higher education, with a total cumulative graduate grade point average of a 3.0 on a 4.0 scale.
2. A Kentucky Rank II teaching certificate or out-of-state equivalent.

Application Process

For full application details please visit the College of Education and Human Services Graduate Programs website.

1. Submit an online application to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit a copy of Kentucky teaching certificate or out-of-state equivalent at Rank II.
4. Submit three recommendation forms with attached letters of recommendation. Letters may be typed directly into the recommendation form. If separate letters of recommendation are attached, they must be written on official letterhead and have the signature of the individual providing the recommendation.

5. Submit a typewritten Statement of Professional Goals, approximately 300-400 words in length. The Statement of Professional Goals should state the applicant's reasons for pursuing the Rank I program and the specialization and/or endorsement desired. It should also state the applicant's goals for professional growth and explain specifically how the chosen degree program/endorsement area will make it possible for the applicant to achieve these goals and improve her/his knowledge and skills as a teacher. The Statement of Professional Goals will be evaluated for completeness, quality of written expression, and clarity of professional goals.

Curriculum

The Rank I - Teaching curriculum is as follows:

Leadership Core: Required (6 credit hours)

- EDA 602 Leadership in Contemporary Schools (3 credits)
- EDG 615 Instructional Design and Curriculum for School Leaders (3 credits)

Professional Core (12 credit hours)

Curriculum and Teaching Option

Required courses, if not previously taken (6 credit hours)

- EDG 606 Leadership in a Diverse Society (3 credits)
- EDG 624 Pupil Assessment and Evaluation (3 credits)

Electives (6 credit hours) - must be approved by advisor

- EDG 602 Technology in Education (3 credits)
- EDG 620 Learning and Motivation (3 credits)
- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 660 Learning and Behavior Disorders (3 credits)
- EDG 667 Collaboration and Inclusive Practices (3 credits)

Interdisciplinary Early Childhood Education (Birth-K)

For IECE Endorsement: Completion of all courses (18 credit hours) and Praxis exam(s) as required by KYEPSB.

This is an option designed to assist teachers with an existing elementary or special education teaching certificate to achieve the IECE certificate.

Required Courses (18 credit hours)

- EDU 552 Infant Toddler Education and Programming (3 credits)
- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)

- EDU 569 Kindergarten Education and Programming (3 credits)
- EDU 551 Preschool Education and Programming (3 credits)

Choose one of the following (3 credit hours):

- EDU 565 Early Childhood Assessments for Screening (3 credits)
- EDU 566 Ongoing Assessment in Early Childhood Education (3 credits)

Electives choose one (3 credit hours)

- EDU 550 Current Trends in Early Childhood Education (3 credits)
- EDU 554 Language Development and Emergent Literacy (3 credits)
- EDU 567 Math and Science Exploration PreK-3rd (3 credits)
- EDS 562 Early Childhood Special Education Programs (3 credits)
- EDU 568 Administration and Supervision in Early Childhood Education (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Learning and Behavior Disabilities (P-12)

For LBD Endorsement: Completion of all courses (33-36 credit hours) and Praxis exams as required by KYEPSB.

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- EDG 658 Assessment Techniques for P-12 Mathematics (3 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Moderate and Severe Disabilities (P-12)

If not certified in LBD

Candidate must complete the following courses or course equivalencies to pursue the moderate to severe endorsement:

- EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

LBD Certified

Moderate and Severe Disabilities for students who are currently LBD certified or have completed the prerequisite courses:

For MSD endorsement: Completion of all courses (19-22 credit hours) and Praxis exam(s) as required by KYEPSB.

- EDS 551 Assistive Technology in the Classroom (3 credits)
- EDG 653 Language Development of Students with Disabilities (3 credits)
- EDG 665 Transdisciplinary Collaboration (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 669 Diagnostic/Prescriptive Teaching (4 credits)
- EDS 588 Professional Laboratory Experiences (3-6 credits)

Gifted Education (P-12)

For Gifted and Talented Endorsement: Completion of all courses (12 credit hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite to starting the endorsement: One year of full time teaching experience

Students must take EDG 621 and EDG 623 before they will be permitted to enroll in EDG 625 and EDG 627

Core Courses

- EDG 621 Introduction to Gifted Education (3 credits)
- EDG 623 Teaching Creative Higher-Level Thinking (3 credits)
- EDG 625 School Programs for Gifted Students (3 credits)
- EDG 627 Seminar and Field Experiences in Gifted Education (3 credits)

Reading (P-12)

For Reading Endorsement: Completion of all courses (16 credit hours), Praxis exam(s) as required by KYEPSB.

One Prerequisite Course (3 credit hours)

Choose one of the following:

- EDG 630 Language and Learning Across the Curriculum (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits) (Kentucky Reading Project)
- EDG 693 Selected Topics in Education (1-3 credits) (Adolescent Literacy Project)
- EDU 525 Differentiated Literacy Instruction (3 credits)

Core Courses (13 credit hours)

- EDG 632 Classroom-Based Literacy Assessment (3 credits)
- EDG 637 Literacy Clinic I (3 credits)
- EDG 639 Literacy Clinic II (3 credits)
- EDG 692 Applied Education Research II (1 credit) Choose one of the following:
- EDU 530 Reading in Junior and Senior High School (3 credits)
- EDG 636 Reading Instruction in Middle Grades (3 credits)

Environmental Education Endorsement (P-12)

For Environmental Education Endorsement: Completion of 12 credit hours in accordance with the environmental education endorsements to meet the NAAEE Guidelines for the Initial Preparation of Environmental Educators Standards. Students must gain advisor approval prior to enrolling in courses. Completion of all courses (12 credit hours) and Praxis exam(s) as required by KYEPSB.

Core Courses (6 credit hours)

- EDU 545 Fundamentals of Environmental Education (3 credits)
- EDU 546 Teaching Environmental Education (3 credits)

Elective Courses, choose two (6 credit hours)

- ENV 578 Environmental Issues for Educators (3 credits)
- EDG 644 (3 credits)
- OR
- BIO 644 Aquatic Ecology for Teachers (3 credits)
- EDG 693 Selected Topics in Education (1-3 credits)

Instructional Computer Technology: (P-12)

For ICT Endorsement: Completion of all courses (15 semester hours) and Praxis exam(s) as required by KYEPSB.

Prerequisite Course (First Course)

- EDG 602 Technology in Education (3 credits)

Instructional Design Strand

Choose one of the following:

- EDG 641 Applying Innovative Tech in Ed Prac (3 credits)
- EDA 624 Technology and Best Practices for School Improvement (3 credits)

Distance Learning and Web Concepts Strand

Choose one of the following:

- EDG 642 Designing Online Instruction (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits)

Technical Component Strand

Choose one of the following:

- EDG 643 Technology Systems in Schools (3 credits)
- EDG 603 Selected Topics in Technology in Education (1-3 credits)

Final Course

- EDG 693 Selected Topics in Education (1-3 credits)

English as a Second Language (ESL) Endorsement:

Completion of all courses (15 credit hours) and PRAXIS exam(s) as required by KYEPSB.

- ESL 601 Advocacy and Leadership in TESOL (3 credits)
- ESL 605 Second Language Acquisition Classroom for Teachers (3 credits)
- ESL 602 Testing and Evaluation in Second Language Teaching (2 credits)
- ESL 606 Methods/Materials for Teachers of TESOL (4 credits)
- ESL 608 Grammar & Linguistics Teachers of TESOL (3 credits)

Special Education not leading to endorsement

Completion of all courses (12 credit hours)

Required Courses:

(Substitutions must have prior advisor approval)

- EDG 660 Learning and Behavior Disorders (3 credits)
- EDS 561 Intellectual and Orthopedic Disabilities (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)

Choose one of the following:

- EDG 667 Collaboration and Inclusive Practices (3 credits)
- EDG 651 - Assistive Technology in Special Education (3 credits)
- EDG 653 Language Development of Students with Disabilities (3 credits)
- EDS 570 Working with Families of Students with Disabilities (3 credits)
- EDS 572 Secondary Special Education Programs (3 credits)
- Other (with advisor approval) (3 credits)

Content Core (6 credit hours)

Six semester of content related to initial area of teacher's certification. Content courses require advisor's approval.

Electives Core (6 credit hours)

Appropriate coursework taken at the graduate level with approval of student's advisor.

Autism/Applied Behavior Analysis

Completion of all courses (18 credit hours)

Required Courses (18 credit hours)

- EDS 573 Individuals w Autism Spectrum Disorders (3 credits)
- EDG 661 Research Methods in Applied Beh Analysis (3 credits)
- EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)
- EDG 668 Advanced Principles of Behavior Management (3 credits)
- EDG 670 Ethical Considerations Applied Beh Analy (3 credits)
- EDG 671 Implementing ABA Prog Applied Settings (3 credits)

Optional Course

- EDG 672 Practicum in Autism/Applied Beh Analysis (2-4 credits)

Exit Criteria

1. Completion of 30 credit hours (at least 15 hours 600 or above) with a minimum 3.0 GPA
2. Completion of area of specialization with a minimum 3.0 GPA
3. Completion of all required coursework used for the certificate with a C or higher.
4. Signed Codes of Ethics for Kentucky School Personnel and College of Education and Human Services.
5. Signed copy of Rank I curriculum contract and appropriate area of specialization curriculum contract.
6. Successful satisfactory Rank 1 final reflection demonstrating the Kentucky Teacher Standards.

Department of Counseling, Social Work, and Leadership

Location: Math Education Psychology Building - Suite 203

Telephone: 859-572-5604

Fax: 859-572-6592

Email Addresses:

Counseling: counselored@nku.edu

Doctor of Education in Educational Leadership: edd@nku.edu

Educational Administration: edleadership@nku.edu

Social Work: msw@nku.edu

Web Address:

<http://coehs.nku.edu/departments/counseling.html>

Department Chair: Verl T. Pope

Other Key Personnel:

Program Director, Doctor of Education in Educational Leadership: Jim Allen

Program Director, Education Specialist in Educational Leadership: Rosa Weaver

Program Director, Master of Arts in School Counseling: Brett Zyromski

Program Director, Master of Science in Clinical Mental Health Counseling: Greg Hatchett

Program Director, Master of Social Work: Karen Tapp

CSWL Graduate Programs Coordinator: Heidi Waters

Counseling and Human Services Academic Coordinator: Melanie Hall

Educational Leadership Academic Coordinator: Lori Smith

Social Work Coordinator: Tom Jacobs

Our programs offer students a strong academic program, preparation for the tests necessary and the sought after skill sets to move on to their chosen career, an environment of support and professional, and dedicated faculty and staff focused on developing successful professionals who will make a difference and have a positive impact in our P-12 schools, our institutions of higher education, government agencies, and our community. Students within our programs are also provided with strong clinical experiences and opportunities to engage with and collaborate with area agencies, schools, or businesses.

Clinical Mental Health Counseling, M.S.

Verl Pope, Ed.D., Department Chair

Greg Hatchett, Ph.D., Graduate Program Director

Purpose

The Master of Science in Clinical Mental Health Counseling, a CACREP accredited program, prepares students to be eligible for licensure as clinical mental health counselors. Specifically, this program prepares counselors for work in community agencies, hospitals, government agencies, and other mental health settings.

Contact Information

Counseling, Social Work, and Leadership Graduate Office - MEP 295 counseled@nku.edu; 859-572-7892

The Master of Science in Clinical Mental Health Counseling is administered by the Department of Counseling, Social Work and Leadership, located in the Mathematics-Education-Psychology Center (MEP), Suite 203. Dr. Greg Hatchett, Graduate Program Director.

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the following:

To be eligible for admission applicants must have the following qualifications: A baccalaureate degree from a regionally accredited college or university with an overall minimum 2.75 undergraduate grade point average on a 4.0 scale. Undergraduate coursework must contain 48 semester credits (or equivalent in quarter hours) in the liberal arts. Baccalaureate degree must show completion of a statistics course with a grade of C- or higher.

Application Process

1. Submit an online application and application fee to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and any graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit official scores from the Graduate Record Exam (GRE). This requirement will be waived for those individuals who have already completed a master's degree.
4. Submit the supplemental application including a 500-700 word essay demonstrating evidence of one's potential to work effectively with people, reasons for wanting to become a professional counselor, any relevant work or volunteer experiences, and examples of important events that have influenced one's career goals. Supplemental application is available on the website.
5. Three recommendations from people (former instructors, supervisors, colleagues, etc.) who are qualified to evaluate academic and professional potential in the field of counseling. These must be submitted on counseling recommendation form.
6. Submit a professional resume tailored to educational goals, including educational background, employment history, awards, and accomplishments.
7. Successful completion of an interview with the counseling program faculty and a positive recommendation from the admissions committee for admission to the program, to ensure the candidate possesses the interpersonal characteristics and personal dispositions to uphold ethical standards of the counseling profession.

A criminal background check (state and federal), although not required for admission to the program, will be required prior to enrollment in the counseling practicum and internship classes.

Curriculum Requirements

Completion of the 60-hour master's program in clinical mental health counseling at NKU corresponds with the academic and experiential standards outlined by the Council for Accreditation of Counseling and Related Educational Programs (CACREP - <http://www.cacrep.org/template/index.cfm>), the Kentucky Board of Licensure for Professional Counselors (<http://www.lrc.ky.gov/KRS/335-00/525.PDF>) and the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board (<http://cswmft.ohio.gov/FormsC.stm>). The Indiana Professional Licensing Agency (<http://in.gov/pla/2888.htm>) requires an additional 300-hours of internship, which can be added to the curriculum at NKU. Finally, NKU's Clinical Mental Health Counseling program meets the requirements for many other states though each state has unique application and licensure requirements; please review the counseling licensure requirements for the states in which one might be interested.

Required Coursework (54 credit hours)

- COU 600 Orientation to Clinical Mental Health Counseling (3 credits)
- COU 601 Legal and Ethical Issues in Counseling (3 credits)
- COU 610 Counseling Diverse Populations (3 credits)
- COU 620 Human Development (3 credits)
- COU 630 Career Counseling (3 credits)
- COU 640 Counseling Techniques (3 credits)
- COU 641 Theories in Counseling and Psychotherapy (3 credits)
- COU 642 Counseling Families and Couples (3 credits)
- COU 650 Theories and Practice of Group Counseling (3 credits)
- COU 660 Assessment and Evaluation in Counseling (3 credits)
- COU 670 Diagnosis of Emotional and Mental Disorders (3 credits)
- COU 671 Treatment Planning in Counseling (3 credits)
- COU 674 Crisis Counseling and Crisis Intervention (3 credits)
- COU 675 Substance Abuse and Addictions (3 credits)
- COU 680 Research Methods and Program Evaluation (3 credits)
- COU 690 Clinical Mental Health Practicum (3 credits)
- COU 691 Clinical Mental Health Counseling Internship (1-12 credits) (must take 6 credits)

Electives (6 credit hours)

Approved by Advisor

Total Hours: 60

Exit Requirements

1. Application to graduate submitted by posted deadlines by candidate through the myNKU student portal.
2. Students will complete all coursework with a minimum 3.0 GPA.
3. Completion of all required courses used for the degree with a C or better.

4. Signed Counselor Education Handbook Acknowledgment.
5. Signed Code of Ethics for Counselor Education Programs.
6. Signed copy of Master of Science in Clinical Mental Health Counseling curriculum contract.
7. Students will complete all coursework following the academic policies of the university. At the conclusion of their plan of study, all students must take a comprehensive exam (usually within their last two semesters of their courses) prescribed by the counseling education program faculty. A passing score on the prescribed exam, in addition to the academic coursework, is required for graduation.

School Counseling, M.A.

Verl Pope, Ed.D., Department Chair

Dorea Glance, Graduate Program Director

Purpose

The Master of Arts in School Counseling, a CACREP and NCATE accredited program, prepares students to become professional school counselors. The development of a strong professional identity, a rich knowledge base, and expertise in the skills of counseling are essential to respond to the multitude of societal changes and to the ever-expanding counseling profession. Specifically, this program prepares quality counselors for public schools in P-12 settings.

Contact Information

Counseling, Social Work, and Leadership Graduate Office - MEP 295
 counselored@nku.edu or 859-572-7892

The School Counseling Programs are administered by the Department of Counseling, Social Work and Leadership, located in the Mathematics-Education-Psychology Center (MEP), Suite 203.

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the following:

To be eligible for admission applicants must have: A baccalaureate degree from a regionally accredited college or university with an overall minimum 2.75 undergraduate grade point average on a 4.0 scale. Undergraduate coursework must contain 48 semester credits (or equivalent in quarter hours) in the liberal arts. Baccalaureate degree must show completion of a statistics course with a C- or higher, bachelor's degree from regionally accredited institution of higher education, with a total cumulative undergraduate grade point average of a 2.75 on a 4.0 scale.

Application Process:

1. Submit an online application and application fee to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and any graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit official scores from the Graduate Record Exam (GRE). PLT Praxis Test scores may be submitted in lieu of the GRE. This requirement will be waived for those individuals who have already completed a master's degree.
4. Submit the supplemental application with essay required by the counseling programs including a 500-700 word essay demonstrating evidence of your potential to work effectively with people, reasons for wanting to become a professional school counselor, any relevant work or volunteer experiences, and examples of important events that have influenced your career goals. Essay must be submitted on supplemental application. Supplemental application available on webpage.
5. Three recommendations from people (former instructors, supervisors, colleagues, etc.) who are qualified to evaluate academic and professional potential in the field of counseling. These must be submitted on counseling recommendation form.
6. Submit a professional resume tailored to educational goals, including educational background, employment history, awards, and accomplishments. Submit a copy of a Kentucky Statement of Eligibility or a teaching certificate if applicable.
7. A criminal background check (state and federal) is required for admission to the program. For individuals currently employed in the public schools, a copy of their teaching certificate may be submitted in lieu of the background check. Please contact the program at counselored@nku.edu in order to obtain information on getting your background check completed. Any costs associated with background check are the responsibility of the applicant.
8. Successful completion of an interview with counseling program faculty and a positive recommendation for admission from the counseling admissions committee to ensure the candidate holds qualifications and a personal disposition to uphold ethical standards of the counseling profession.

Curriculum Requirements

The coursework for the school counseling program corresponds to the academic and experiential standards outlined by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) and the Experienced School Counselor Standards established by the Kentucky Education Professional Standards Board.

Required Coursework

- COU 601 Legal and Ethical Issues in Counseling (3 credits)
- COU 602 Data-Driven Comprehensive School Counseling (3 credits)
- COU 610 Counseling Diverse Populations (3 credits)
- COU 620 Human Development (3 credits)
- COU 622 Crisis Intervention in Schools (3 credits)
- COU 630 Career Counseling (3 credits)

- COU 640 Counseling Techniques (3 credits)
- COU 641 Theories in Counseling and Psychotherapy (3 credits)
- COU 650 Theories and Practice of Group Counseling (3 credits)
- COU 654 School Counseling Services (3 credits)
- COU 660 Assessment and Evaluation in Counseling (3 credits)
- COU 675 Substance Abuse and Addictions (3 credits)
- COU 680 Research Methods and Program Evaluation (3 credits)
- COU 692 School Counseling Internship (1-12 credits) (must take 6 credits)
- COU 693 School Counseling Practicum (3 credits)

Total Hours: 48

Exit Requirements

1. Application to graduate submitted by posted deadlines by candidate through the myNKU student portal.
2. Students will complete all coursework with a minimum 3.0 GPA.
3. Completion of all required courses used for the degree with a C or better.
4. Signed Counselor Education Handbook Acknowledgment.
5. Signed Codes of Ethics for Counselor Education Programs.
6. Signed copy of Master of Arts in School Counseling curriculum contract.
7. Students will complete all coursework following the academic policies of the university. At the conclusion of their plan of study, all students must take a comprehensive exam (usually within their last two semesters of their courses) prescribed by the counseling education program faculty. A passing score on the prescribed exam, in addition to the academic coursework, is required.
8. For Certification: Completion of all courses (48 credit hours) and Praxis exam(s) if required by KYEPSB.

State of Kentucky Provisional Counseling/Guidance Certificate

Upon completion of the 48 hour master's degree in school counseling the individual is eligible for the Kentucky Provisional School Counseling Certificate. This certificate is awarded by the Kentucky Educational Professional Standards Board with a recommendation from NKU. The initial Provisional School Counseling Certificate is valid for five years. The Provisional Certificate allows you to seek employment as a school counselor. The individual has five years to complete the requirements for the Standard Guidance Certificate or renew the provisional certificate with additional coursework in counseling. A CA-1 form must be submitted to the Counseling, Social Work, and Leadership Graduate Office (MEP 295) to apply for the certification.

Completion of the 48-hour master's in school counseling program at NKU satisfies coursework requirements for the initial Ohio Licensure Application in Counseling (<http://education.ohio.gov>) as well as coursework requirements for many

other states across the country (see: <http://www.schoolcounselor.org>). Each state has unique application requirements in addition to coursework, such as the school counseling Praxis, Pearson, etc. exam, so please review your home states school counseling licensure/certification requirements closely for the state you are planning to seek licensure/certification in.

State of Kentucky Standard Counseling Certificate

The Standard School Counseling Certificate requires 54 hours in counseling and may be earned with six additional hours beyond the 48 hour master's degree in counseling. The additional hours beyond the degree will be a program planned by the student and his/her advisor. The Standard Guidance Certificate also requires one year of successful public school employment as a school counselor. For those individuals not holding a classroom teaching certification initially two years of successful experience as a school counselor are required. A CA-1 form must be submitted to the Counseling, Social Work, and Leadership Graduate Office (MEP 295) to apply for the certification.

Those individuals with counseling degrees of less than 48 hours may meet the curriculum requirement of the standard certification by taking additional course work in a planned counseling program for a total of 54 hours including their master's degree in counseling. Hours approved in the planned program must be approved by the counseling program director or assigned advisor.

State of Kentucky Rank II and Rank I

The Kentucky Rank II credential will be recommended for the candidate seeking the 48 hour School Counseling degree upon completion of the first 33 hours from the degree program. Rank I is a 60 hour program and will be recommended upon completion of the 48 hour degree and an additional 12 hours. The 12 hours will be an organized program planned by the student and their advisor and will be chosen to address specific areas to be strengthened. A CA-1 form must be submitted to the Counseling, Social Work, and Leadership Graduate Office (MEP 295) to apply for the certification.

Potential Coursework for the Standard Guidance and Rank I Certificates

Standard Certification for the Standard Guidance and Rank I Certificates

(Possible example of planned program)

- COU 601 Legal and Ethical Issues in Counseling (3 credits)
- COU 622 Crisis Intervention in Schools (3 credits)
- COU 630 Career Counseling (3 credits)
- COU 654 School Counseling Services (3 credits)
- COU 670 Diagnosis of Emotional and Mental Disorders (3 credits)
- COU 675 Substance Abuse and Addictions (3 credits)
- COU 680 Research Methods and Program Evaluation (3 credits)

- COU 692 School Counseling Internship (1-12 credits) (must take 6 credits)

Other courses as approved by graduate program director and based on candidate's previous coursework.

Rank I for 48-hour Program Graduates

(Possible example of planned program)

- COU 600 Orientation to Clinical Mental Health Counseling (3 credits)
- COU 670 Diagnosis of Emotional and Mental Disorders (3 credits)
- COU 671 Treatment Planning in Counseling (3 credits)

Other courses as approved by graduate program director and based on candidate's previous coursework.

Counseling Dual Degree: Master of Science in Clinical Mental Health Counseling & Master of Arts in School Counseling

Verl Pope, Ed.D., Department Chair

Purpose

The Dual Degree in Counseling combines both a Master of Science in Clinical Mental Health Counseling and a Master of Arts in School Counseling, both CACREP accredited programs. A combination of these degrees will prepare students to be eligible for licensure as clinical mental health counselors and certification as school counselors.

Contact Information

Department of Counseling, Social Work, and Leadership - MEP 203
Counseling, Social Work, and Leadership Graduate Office - MEP 295
counselored@nku.edu; (859) 572-7892

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the following:

To be eligible for admission applicants must have the following qualifications:

- A baccalaureate degree from a regionally accredited college or university with an overall minimum 2.75 undergraduate grade point average on a 4.0 scale.
- Undergraduate coursework must contain 48 semester credits (or equivalent in quarter hours) in the liberal arts.
- Baccalaureate degree must show completion of a statistics course with a grade of C- or higher.

Application Process

1. Submit an online application and application fee to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and any graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit official scores from the Graduate Record Exam (GRE). This requirement will be waived for those individuals who have already completed a master's degree.
4. Submit the supplemental application including a 500-700 word essay demonstrating evidence of one's potential to work effectively with people, reasons for wanting to become a professional counselor, any relevant work or volunteer experiences, and examples of important events that have influenced one's career goals. Supplemental application is available on the website.
5. Three recommendations from people (former instructors, supervisors, colleagues, etc.) who are qualified to evaluate academic and professional potential in the field of counseling. These must be submitted on counseling recommendation form.
6. Submit a professional resume tailored to educational goals, including educational background, employment history, awards, and accomplishments.
7. A criminal background check (state and federal) is required for admission to the program. For individuals currently employed in the public schools, a copy of their teaching certificate may be submitted in lieu of the background check. Please contact the program at counselored@nku.edu in order to obtain information on getting your background check completed. Any costs associated with background check are the responsibility of the applicant.
8. Successful completion of an interview with Counseling Program faculty and a positive recommendation from the admission's committee for admission to the program, to ensure the candidate possesses the interpersonal characteristics and personal dispositions to uphold ethical standards of the counseling profession.

Curriculum

Completion of these degrees (72 credit hours) corresponds with the academic and experiential standards outlined by the Council for Accreditation of Counseling and Related Educational Programs (CACREP - <http://www.cacrep.org/template/index.cfm>). The Master of Science in Clinical Mental Health Counseling also corresponds and is approved by the Kentucky Board of Licensure for Professional Counselors (<http://www.lrc.ky.gov/KRS/335-00/525.PDF>) and the Ohio Counselor, Social Worker, and Marriage & Family Therapist Board (<http://cswmft.ohio.gov>). The Indiana Professional Licensing Agency (<http://in.gov/pla/2888.htm>) requires an additional 300 hours of clinical counseling internship, which can be added to the curriculum at NKU. The Master of Arts in School Counseling is authorized by the Kentucky Education Professional Standards Board (KYEPSB) as well as accredited by the National Council for the Accreditation of Teacher Education (NCATE). Additionally, our degrees may meet the requirements for many other states though each state has unique ap-

plication and licensure/certification requirements; please review the counseling licensure requirements for the states in which one might be interested.

Required Courses

- COU 600 Orientation to Clinical Mental Health Counseling (3 credits)
 - COU 601 Legal and Ethical Issues in Counseling (3 credits)
 - COU 602 Data-Driven Comprehensive School Counseling (3 credits)
 - COU 610 Counseling Diverse Populations (3 credits)
 - COU 620 Human Development (3 credits)
 - COU 621 Counseling Children and Adolescents (3 credits)
 - COU 622 Crisis Intervention in Schools (3 credits)
 - COU 630 Career Counseling (3 credits)
 - COU 640 Counseling Techniques (3 credits)
 - COU 641 Theories in Counseling and Psychotherapy (3 credits)
 - COU 642 Counseling Families and Couples (3 credits)
 - COU 650 Theories and Practice of Group Counseling (3 credits)
 - COU 654 School Counseling Services (3 credits)
 - COU 660 Assessment and Evaluation in Counseling (3 credits)
 - COU 670 Diagnosis of Emotional and Mental Disorders (3 credits)
 - COU 671 Treatment Planning in Counseling (3 credits)
 - COU 674 Crisis Counseling and Crisis Intervention (3 credits)
 - COU 675 Substance Abuse and Addictions (3 credits)
 - COU 680 Research Methods and Program Evaluation (3 credits)
- OR
- COU 690 Clinical Mental Health Practicum (3 credits)
 - COU 693 School Counseling Practicum (3 credits)
- COU 691 Clinical Mental Health Counseling Internship (1-12 credits) (Minimum 6 credit hours)
 - COU 692 School Counseling Internship (1-12 credits) (Minimum 6 credit hours)

Total Hours: 72

State of Kentucky Provisional Counseling/Guidance Certificate

Upon completion of the 72 credit hour dual degree in counseling program the individual is eligible for the Kentucky Provisional School Counseling Certificate. This certificate is awarded by the Kentucky Educational Professional Standards

Board with a recommendation from NKU. The initial Provisional School Counseling Certificate is valid for five years. The Provisional Certificate allows one to seek employment as a school counselor. One will have five years to complete the requirements for the Standard Guidance Certificate or renew the provisional certificate with additional coursework in counseling. A CA-1 form must be submitted to the Counseling, Social Work, and Leadership Graduate Office (MEP 295) to apply for the certification.

Completion of the 72 credit hour program master's in school counseling program at NKU satisfies coursework requirements for the initial Ohio Licensure Application in School Counseling (<http://education.ohio.gov>) as well as coursework requirements for many other states across the country (see <http://www.schoolcounselor.org>). Each state has unique application requirements in addition to coursework, such as the school counseling Praxis, Pearson, etc. exam, so please review your home state's school counseling licensure/certification requirements closely for the state you are planning to seek licensure/certification in.

Exit Requirements

- Application to graduate submitted by posted deadlines by candidate through the myNKU student portal.
- Students will complete all coursework with a minimum 3.0 GPA.
- Completion of all required courses used for the degree with a C or better.
- Signed Counselor Education Handbook Acknowledgment.
- Signed Code of Ethics for Counselor Education Programs.
- Signed copy of Dual Counseling degree curriculum contract.

Students will complete all coursework following the academic policies of the university. At the conclusion of their plan of study, all students must take a comprehensive exam (usually within their last two semesters of their courses) prescribed by the counseling education program faculty. A passing score on the prescribed exam, in addition to successful completion of the academic coursework, is required for graduation.

Social Work, M.S.W.

Verl Pope, Ed.D., Department Chair

Karen Tapp, J.D., MSSW, Graduate Program Director

Purpose

Northern Kentucky University's Social Work program educates competent and ethical Master of Social Work graduates who demonstrate leadership and social work values in their profession and communities, advance social and economic justice; and work to improve the quality of life for all people. With a concentration in children and families, MSW students learn to engage in professional practice at multiple levels with a wide variety of evidence-informed interventions. The program is CSWE accredited.

Contact Information

Counseling, Social Work, and Leadership Graduate Office -
MEP 295
msw@nku.edu or 859-572-7892

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the criteria below. The Standard MSW (also referred to as traditional or full MSW) is designed for individuals who do not hold a bachelor's in social work (BSW) and wish to pursue an education and a career in social work. The Standard MSW is also for individuals who hold a BSW but do not meet the additional academic requirements of the Advanced Standing MSW. The Advanced Standing MSW is designed for individuals who have finished their BSW with particular GPA standards (see below) within the past seven years.

Standard MSW Track - Admits in Fall only

To be eligible for admission to the Standard MSW track applicants must have:

1. A bachelor's degree from a regionally accredited institution of higher education, with a total cumulative undergraduate grade point average (GPA) of a 3.0 on a 4.0 scale. The program will consider applications from candidates who have a slightly lower GPA; however, admission decisions are based on a review of all candidates.
2. Undergraduate foundation courses, completed with a C or higher, in psychology, sociology, and statistics.

Advanced Standing MSW Track - Admits in Summer only

To be eligible for admission to the Advanced Standing MSW track applicants must have:

1. A Bachelor in Social Work (BSW) degree from a CSWE accredited program, with a total cumulative undergraduate grade point average (GPA) of a 3.0 on a 4.0 scale. The BSW must be from a regionally accredited institution of higher education.
2. A statistics course with a C or higher.
3. A minimum of 3.5 GPA in social work courses.
4. Admitted students must start the Advanced Standing MSW in no more than 7 years from the semester of graduation with a BSW.

Application process for both tracks:

1. Submit an online application for admission and application fee to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and any graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit the MSW Supplemental Application. This includes a situational essay and letter of intent available at msw.nku.edu.
4. Three recommendations from people (former instructors, supervisors, colleagues, etc.) who are qualified to evaluate academic and professional potential in the field of social work must be submitted. MSW recommendation forms are located at msw.nku.edu.

5. Submit a professional resume tailored to your educational goals, including educational background, employment history, awards, and accomplishments.
6. Successfully complete an interview* with the Master of Social Work Admissions Committee to ensure that the candidate's qualifications, disposition, and character uphold the ethical standards of the profession and are a good match for work with vulnerable populations.

* After a thorough review of application materials, the admissions committee will select candidates to be interviewed. The committee will review all available data to assess the fit and overall potential of the candidate for success in the program before making a final offer of admission.

Curriculum Requirements

Standard Master of Social Work degree (60 credit hours):

- SWK 600 Social Work Ethics (3 credits)
- SWK 601 Multiculturalism (3 credits)
- SWK 610 Social Work Practice I (3 credits)
- SWK 611 Practice II Communities and Organizations (3 credits)
- SWK 612 Addiction and Family Violence (3 credits)
- SWK 613 Social Work with Children and Families (3 credits)
- SWK 614 Social Work Practice with Groups (3 credits)
- SWK 620 Contemporary Social Welfare Policy (3 credits)
- SWK 621 Family Public Policy (3 credits)
- SWK 630 Human Behavior and the Social Environment (3 credits)
- SWK 640 Social Work Research (3 credits)
- SWK 641 Applied Research I (3 credits)
- SWK 642 Applied Research II (3 credits)
- SWK 650 Field Experience I (3 credits)
- SWK 651 Field Experience II (3 credits)
- SWK 652 Field Experience III (3 credits)
- SWK 670 Mental Health/Illness and Psychiatric DX (3 credits)
- SWK 680 Integrative Seminar (3 credits)
- Social Work Elective (approved by advisor) (3 credits)
- Social Work Elective (approved by advisor) (3 credits)

Advanced Standing Master of Social Work degree (30 credit hours):

- SWK 613 Social Work with Children and Families (3 credits)
- SWK 614 Social Work Practice with Groups (3 credits)
- SWK 621 Family Public Policy (3 credits)
- SWK 641 Applied Research I (3 credits)
- SWK 642 Applied Research II (3 credits)
- SWK 651 Field Experience II (3 credits)
- SWK 652 Field Experience III (3 credits)

- SWK 670 Mental Health/Illness and Psychiatric DX (3 credits)
- SWK 680 Integrative Seminar (3 credits)
- Social Work Elective (approved by advisor) (3 credits)

Exit Requirements

1. Application to graduate must be submitted by the posted deadline through myNKU student portal;
2. Students must continually adhere to the National Association of Social Workers (NASW) Code of Ethics;
3. Students must complete all coursework with a minimum 3.0 GPA;
4. All required coursework leading to the degree must be a C or higher; and
5. Individuals applying for graduation must meet all Northern Kentucky University degree completion requirements as defined by the Graduate Catalog in effect upon the candidate's admission to the program.

Education Specialist Educational Leadership, Ed.S.

Verl Pope, Ed.D., Department Chair

Rosa Weaver Ed.D., Graduate Program Director

Purpose

The Education Specialist in Leadership degree will lead to administrative certification in Kentucky. The Principal Preparation track within the Ed.S. degree program is to train and develop excellent teachers for administrative positions as elementary, middle and secondary school principals as well as P-12 Supervisors of Instruction. The Education Specialist in Educational Leadership has two distinct concentrations.

Contact Information

Counseling, Social Work, and Leadership Graduate Office - MEP 295
edleadership@nku.edu or (859) 572-7892

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined by the Graduate Catalog at the time of application in addition to the following criteria:

1. Submit an online application and application fee to the Office of Graduate Education.
2. Copy of valid teaching certificate showing successful completion of three (3) years full-time documented classroom teaching experience in a school which meets the state performance standards as established in KRS 156.560.
3. Official transcripts sent from all undergraduate and graduate institutions attended. One transcript must show completion of master's degree from an accredited institution of higher education, with a total cumulative grade point average of no less than 3.5 on a 4.0 scale.

4. Three recommendations-one must be from current principal and/or supervisor completed on the Ed.S. recommendation forms.
5. Ed.S. Supplemental Application, including three essays which attest to candidates skills and understanding of: Leadership; Ability to Improve Student Achievement; Advanced Curriculum, Instruction, and Assessment.
6. A professional folio presented in an innovative and attractive manner including at least three documents that demonstrate successful teaching, and at least three artifacts that support successful leadership activities.
7. Successful completion of an interview, including an on-demand writing sample in response to a case study with a satisfactory score.
8. Approval of interview committee and graduate program director.

Curriculum Requirements

Level One Course Sequence (30 credit hours)

Completion of all courses in the level one sequence is required to serve in the position of school principal.

- EDA 791 Education Leader as Researcher: Designing Collaborative Action Research (2 credits)
- EDA 704 Education Leader as Culture Builder: Roles and Responsibilities in a PLC (3 credits)
- EDA 705 Education Leader as Culture Builder: Fieldwork (1 credit)
- EDA 706 Educational Leader: Designing Curriculum (3 credits)
- EDA 707 Educational Leader: Fieldwork (1 credit)
- EDA 708 Education Leader as Assessor: Data Informed Decision Making (3 credits)
- EDA 709 Education Leader as Assessor: Fieldwork (1 credit)
- EDA 711 Education Leader as Supervisor: Building Teacher Capacity (3 credits)
- EDA 712 Education Leader as Supervisor: Fieldwork (1 credit)
- EDA 713 Education Leader as Manager: School Improvement Plans (3 credits)
- EDA 714 Education Leader as Manager: Fieldwork (1 credit)
- EDA 715 Education Leader as Facilitator: Leveraging Community Systems and Resources (3 credits)
- EDA 716 Education Leader: Legal & Ethical Perspectives (3 credits)
- EDA 792 Education Leader as Researcher: Theory to Practice (2 credits)

Level Two Course Sequence (6 credit hours)

Completion of two of the three courses in the level two sequence is to occur after the Ed.S. degree has been completed to obtain level II principal certification. Program director will work with candidate to identify which two courses will be most beneficial for the candidate in their planned program.

- EDA 717 Principal as Practitioner I (3 credits)
- EDA 718 Principal as Practitioner II (3 credits)
- EDA 719 School Finance and Budgeting (3 credits)

Total Program Hours: 36

Exit Requirements

For the Principal Preparation Concentration:

1. Application to graduate submitted by posted deadlines by candidate through their myNKU student portal.
2. Completion of all coursework for the Education Specialist in Educational Leadership program with minimum 3.0 GPA.
3. Completion of all required coursework used for the degree with a C or higher.
4. Complete all six anchor assessments successfully with satisfactory performance on ISLLC standards.
5. Capstone project and two presentations.
6. Signed curriculum contract(s) for Education Specialist in Educational Leadership program and signed Code of Ethics.
7. Submission of CA-1 form with other required documents to the Counseling, Social Work, and Leadership (MEP 295).

For the Supervisor of Instruction Concentration:

1. Application to graduate submitted by posted deadlines by candidate through their myNKU student portal.
2. Completion of all coursework for the Education Specialist in Educational Leadership program with minimum 3.0 GPA.
3. Completion of all required coursework used for the degree with a C or higher.
4. Complete all six anchor assessments successfully with satisfactory performance on ISLLC standards.
5. Capstone project and two presentations.
6. Signed curriculum contract(s) for Education Specialist in Educational Leadership program and signed Code of Ethics.
7. Submission of CA-1 form with other required documents to the Counseling, Social Work, and Leadership (MEP 295).

*NOTE: Praxis exams are not required for completion of the Ed.S. degree or awarding of the Supervisor of Instruction certification at this time. However, certification requirements are subject to change therefore students are encouraged to apply for the certification upon completion of their degree. You may choose not to do so but must file for the certification within two calendar years of graduation from the Ed.S. Students may not graduate then later request that principal certification be added to transcripts. However, students may take the principal exams and request principal Level I certification provided they have submitted the appropriate documents including copies of passing scores on both exams within two calendar years of graduation.

Additional Requirements

The Certification will be awarded to candidates upon:

1. In order to obtain principal certification recommendation completion of appropriate testing as required by the Kentucky Professionals Standards Board (KYEPSB) on the School Leaders Licensure Assessment (6011) with minimum passing score of 160 and the Kentucky Specialty Test of Instructional and Administrative Practice (6015) with a minimum passing score of 158. Requirements and passing scores for certification are subject to change. For the most current Praxis II testing requirements, go to the Kentucky Education Professional Standards Board website (<http://www.epsb.ky.gov>). Candidates applying for Ohio certification may submit a copy of passing scores on the assessment required by Ohio in lieu of Kentucky Praxis scores.
2. Completion of five years of successful teaching.
3. Submission of the appropriate CA-1 and other appropriate documents to the Counseling, Social Work, and Leadership Graduate Office in MEP 295.

Educational Leadership, Ed.D.

Verl Pope, Ed.D., Department Chair

James Allen, Ed.D., Graduate Program Director

Purpose

The Northern Kentucky University Doctor of Education (Ed.D.) in Educational Leadership Program is designed for experienced, fully-employed P-20 educational, agency, and civic leaders. The program is designed to enhance the development of practitioner scholars and their effectiveness as leaders by: 1) increasing their knowledge, skills, and dispositions; 2) enhancing their ability to inspire others within their organization and community to excel; 3) engaging themselves and their institutions to increase the educational attainment, economic viability, and livability of their organizations and communities.

Contact Information

Educational Leadership Programs - MEP 209
edd@nku.edu or 859-572-7899

Admission Requirements

To be considered for admission to the Ed.D. program, an applicant must have:

1. A master's degree or equivalent in an applicable field from a regionally accredited institution of higher education with a minimum graduate GPA of 3.25 (on a 4.0 scale).
2. Evidence of significant professional leadership experience normally achieved over a minimum of five years.
3. In addition to the two criteria above, applicants will be evaluated for their:
 - Level of organizational or civic ambition
 - Leadership trajectory
 - Timing for pursuit of an Ed.D.

- Fit between the candidate's hopes and aspirations and the features of our Ed.D. program
- Five (5) or more years of nursing leadership experience.

Application Process

The application process has two parts. The first consists of submission of required documents. The second part is an interview with educational leadership faculty and a writing evaluation, which includes an on-demand response to a case study or issue. Visit <http://edd.nku.edu> for more information.

Documents to Be Submitted

All materials for admission must be submitted to NKU's Office of Graduate Education. You may either mail application and supplemental materials to the Office of Graduate Education or scan and e-mail them to graduate@nku.edu. A complete application for admission must include:

1. Application and paid application fee for graduate admission, found at <http://apply.nku.edu>.
2. All transcripts of graduate and undergraduate courses and degrees forwarded to NKU's Office of Graduate Education.
3. A letter of intent addressing candidate's reasons for applying to the program. In the letter, specifically address the following four prompts:
 - In your role as a leader, what do you hope is your impact in your community and/or organization?
 - Help us (the Ed.D. admissions committee) understand where you are in your leadership trajectory. What leadership roles have you held? What types of leadership roles do you hope to assume?
 - What makes this the right time for you to pursue an Ed.D.?
 - What makes NKU's Ed.D. program the right program for you to pursue?

The letter should be addressed to the Admissions Committee

4. A professional vitae/resume (including educational background, employment history, awards, and accomplishments).
5. Recommendations on Ed.D. Recommendation Form. When asking for recommendations, e-mail the Ed.D. recommendation form to three (3) people (e.g. colleague, supervisor, professor, mentor). These people will submit the form via email to graduate@nku.edu.
6. Leadership Situation Essay (500 words). Describe a significant experience in which you played a leadership role. Include as much detail as possible when answering the following questions:
 - Describe the situation as it occurred at the time.
 - What did you do in that particular situation?
 - How did you feel about the situation at the time you were experiencing it?
 - How do you feel about the situation now?
 - What would you change, if anything?
7. If applying to the Nurse Educator Ed.D.:
 - A master's degree in nursing from a regionally accredited institution of higher education with a minimum graduate GPA of 3.25 (on a 4.0 scale).

Admission Interview

After a thorough review of the completed application materials, the admissions committee will select candidates to be interviewed. Interviews will be conducted in groups or individually and will take place at times that accommodate working applicants. Following the interviews, the committee will review all available data to assess the fit and overall potential of the candidate for success in the program before making a final offer for admission. Applicants will be notified of decisions via e-mail. Questions? E-mail us at edd@nku.edu or call (859) 572-7899.

Initial Admission

Candidates are admitted to doctoral study on a probationary basis before being formally admitted to degree study. The decision to admit a candidate to doctoral work constitutes major commitments from the candidate, employer, and the university faculty who will advise, instruct, evaluate, and guide the candidate in the courses and dissertation studies. Candidates will take and successfully complete 18 semester hours in selected courses prior to gaining regular admission status.

Admission to Candidacy

Doctoral students will be admitted to candidacy upon completion of the following comprehensive assessment criteria*:

1. APA Style Competency Assessment (EDD 810)
2. Review of literature with rubric (EDD 811)
3. Grade of A or B in EDD 812 Understanding Statistics (3 credits)

The learning associate is then notified of admission to candidacy via e-mail and an original mailed letter. All three competencies must be successfully completed by the end of the third semester. Each assessment can be attempted twice.

*This applies to cohorts admitted starting in the 2014-15 fall semester.

Curriculum Requirements

Foundations Core Requirements (12 credit hours)

- EDD 801 Leadership: Personal and Professional Perspectives (3 credits)
- EDD 802 Contemporary Issues in Regional Stewardship (3 credits)
- EDD 803 Transformational Leadership (3 credits)
- EDD 829 Regional Stewardship: A Collaborative Project (3 credits)

Research/Dissertation Requirements (21 credit hours)

- EDD 810 Introduction to Action Research, Academic Writing and the Dissertation Process (3 credits)
- EDD 811 Qualitative Research (3 credits)
- EDD 812 Understanding Statistics (3 credits)
- EDD 849 Dissertation Seminar (3 credits)
- EDD 898 Dissertation Research (1-12 credits) (minimum 9 hours)

Specialization Requirements (12 credits hours)

- EDD 821 Organizations as Social Systems (3 credits)
- EDD 825 Performance Appraisal: Evaluating People and Programs (3 credits)
- EDD 832 Leading Through Technology (3 credits)
- EDD 833 Leadership in Multi-Cultural Society (3 credits)

Optional Specialization I (6 credit hours)

- EDD 822 Legal and Ethical Issues for Educational Leaders (3 credits)
- EDD 830 Transformative Curriculum Design (3 credits)

Cognate (Endorsements, Certificates, Themes) (15 credit hours)**Total Credit Hours: 60****Exit Requirements**

To be awarded the degree students must:

1. Successfully complete all 60 hours of coursework listed above with a 3.0 or higher.
2. Pass the comprehensive assessment process.
3. Learning associates must apply to graduate through their myNKU adhering to deadlines and requirements of the university.
4. Successfully complete and defend the dissertation. Specific policies, procedures, and standards must be met when proposing, defending, and submitting (uploading) the dissertation before the learning associate is cleared to graduate.

Educational Leadership School Superintendent Certification

Verl Pope, Ed.D., Department Chair

Rosa Weaver, Ed.D., Graduate Program Director

Purpose

The purpose of the School Superintendent Certification Program is to select outstanding, experienced school leaders and to prepare them with the knowledge, skills, and dispositions to be effective district administrators. The courses and experiences are designed to address the Educational Leadership Policy Standards, ISLLC (2008), the six Technology Standards for School Administrators (2001), standards of 21st Century Skills, college and career readiness strategies, and Dispositions, Dimensions, and Functions for School Leaders.

Contact Information

Counseling, Social Work, and Leadership Graduate Office - MEP 295
edleadership@nku.edu or 859- 572-7892

Admission Requirements

Individuals applying must meet all requirements for admission to graduate study at Northern Kentucky University as defined

by the Graduate Catalog at the time of application in addition to the following criteria.

To be eligible for admission applicants must have:

1. A master's degree from a regionally accredited institution of higher education, with a total cumulative graduate grade point average of a 3.0 on a 4.0 scale.
2. A current Kentucky Rank II or Rank I teaching certificate or out-of-state equivalent.
3. Three (3) years full-time teaching experience.
4. Two (2) years or more full-time experience in one or more of the following positions: Elementary, Middle, or High School Principal; Supervisor of Instruction; Guidance Counselor; Director of Pupil Personnel; Director of Special Education; School Business Administrator; Coordinator/Administrator/Supervisor of District Services; Local District Coordinator of Vocational Education.
5. Level I and II certification for any one of the following positions: Elementary Principal (grades P-4); Middle School Principal (grades 5-8); Secondary School Principal (grades 9-12); School Principal (P-12); Supervisor of Instruction (P-12).

Application Process

1. Submit an online application and application fee to the Office of Graduate Education.
2. Submit official transcripts of undergraduate and graduate coursework sent directly from all institutions of higher education previously attended.
3. Submit a copy of current Kentucky teaching certificate or out-of-state equivalent showing appropriate administrative certification level I and Level II.
4. Submit evidence of three years of classroom experience and two years of administrative experience (see above).
5. Two recommendations using the superintendent recommendation form and completed by educational associates who can attest to your potential success as a school leader. One letter must be from your current building principal or district supervisor. Letters must be made on superintendent recommendation form found on the website for superintendent certification.
6. Superintendent supplemental application with six areas of administrative skills addressed by candidates in terms of best practices and in essay format.
7. Complete an interview with NKU leadership faculty and P-12 instructional leaders. *

*After a thorough review of the application materials, the admissions committee will select candidates to be interviewed. The interview may be with the candidate individually or in a group setting and will include the completion of an on-demand essay. The interview will seek evidence of knowledge of curriculum and assessment, leadership and management potential, and dispositions associated with effective leadership. The committee will review all available data to assess the overall potential of the candidate for success in the program before making a final decision about acceptance.

Curriculum Requirements

The program requirements for the Professional Certificate for School Leadership-School Superintendent include completion

of a minimum of 12 course credit hours and must include the following courses or equivalent substitute courses as approved by the Department of Teacher Education and School Leadership:

- EDA 639 The School Superintendency (3 credits)
- EDA 649 School System Administration (3 credits)
- EDA 659 Strategic Management in Education (3 credits)
- EDA 679 School Superintendent Practicum I (1 credit)
- EDA 680 School Superintendent Practicum II (1 credit)
- EDA 681 School Superintendent Practicum III (1 credit)

Minimum Total Hours: 12

Exit Requirements

The certification will be awarded to candidate upon:

1. Satisfactory completion of all required coursework with a minimum GPA of 3.0 on a 4.0 scale.
2. Completion of required coursework used for certificate with a C or higher.
3. Satisfactory performance on the ISLLC Standards.
4. Minimum GPA of 3.0 or higher.
5. Submission of the appropriate CA-1 and other appropriate documents to the Counseling, Social Work, and Leadership Graduate Office in MEP 295.

COLLEGE OF HEALTH PROFESSIONS

Location: Albright Health Center 206

Telephone: 859-572-5249

Fax: 859-572-1934

Email Address: healthprofessions@nku.edu

Web Address: <http://healthprofessions.nku.edu>

Dean: Dale Scalise-Smith

Other Key Personnel:

Interim Assistant Dean: Shane Talbott

The graduate programs of Northern Kentucky University's College of Health Professions are designed to engage health-care professionals using educational models that focus upon the integration of physical, mental, and social health at individual and population levels. The graduate programs are grounded in evidence-based practice with the intention of preparing health-care providers for meaningful and productive careers through the creation of strong ties between clinical and academic partners. The graduate faculty are mindful of maintaining a collaborative environment that facilitates excellence in scholarship, practice, leadership, and continuing professional education. Two centers within the College - the Nurse Advocacy Center for the Underserved and the Nurse Interdisciplinary Research Collaborative - are joined by its three primary departments of Nursing, Advanced Nursing Studies, and Allied Health, in cooperative efforts to address pervasive medical problems in the community and improve the overall health of residents of the larger region.

Department of Allied Health

Location: Albright Health Center 227

Telephone: 859-572-5476

Fax: 859-572-1314

Email Address: alliedhealth@nku.edu

Web Address: <http://alliedhealth.nku.edu>

Department Chair: Valerie V. Rowland

Other Key Personnel:

Program Director, Master of Science in Health Science: Thomas Baxter

Department Coordinator: Karen Peacock

Our programs offer students personalized attention through small class sizes, advising, and dedicated faculty focused on student success. Students within our programs are also provided with the opportunity for a strong clinical education, with other opportunities to connect with employers for possible job placement.

Health Science, M.S.

Valerie V. Rowland, M.S., R.T.(R), Department Chair

Thomas D. Baxter, Ed.D, RRT, Graduate Program Director

Introduction

The Master of Science in Health Science (MSHS) degree program is an interdisciplinary, post-professional program designed specifically for health care professionals with a bachelor's degree to continue their education at the graduate level. The curriculum is broad-based, with a common core and three categories of guided electives that students can select based upon their career goals. Categories of electives include education, management/leadership, and health informatics, allowing students to tailor their program to meet individual needs. This flexibility will be appealing to mature, self-guided students and could potentially lead to a broader variety of employment opportunities than would a more narrowly focused discipline-specific degree.

Program mission: To provide an innovative and interdisciplinary education that promotes comprehensive healthcare that continually improves the quality of care for the community through leadership, teamwork and standards of excellence.

Program Options

All students applying to this program must complete all core requirements. In addition, students must also identify an area of guided electives, based upon career goals. All classes are offered in the online format to accommodate those who are working a variety of clinical schedules. For more information on distance education, go to dl.nku.edu.

Students are admitted to the program in the fall and spring semesters and have the option of enrolling as a part-time or full-time student. Courses in this program may only be offered once each year and therefore program planning with an advisor is critical to successful completion of the program in the desired time frame. Students who "stop out" for any reason may have to wait a year or more to complete all program requirements depending on course offerings. According to university policy, students have up to six years to complete a master's degree program.

In the event the minimum requirement for enrollment is not met for a guided elective, that course will be canceled. If this should happen, students have the option of enrolling in the course during a later semester or changing the selected area for the guided electives in order to avoid the disruption of course sequencing for your program.

Student Advising

Upon admission to the program, students will be assigned to an academic advisor and must complete an online orientation for the program. A course registration hold will be placed in the system if the student has not completed the online orientation by the start of the first semester in the graduate program.

Students are expected to maintain close contact with their advisor throughout the program.

Application Deadline

Admission to the MSHS program is competitive; the maximum number of students admitted each fall and spring is approximately 20-25 students. To be considered for admission, a completed application and all required accompanying materials must be received by the application deadline. Applications will be objectively evaluated and ranked.

Admission

MSHS Program Admission Requirements

A selective admission procedure will be followed to ensure that students have the best possibility for academic success. An admission committee, composed of the program director, faculty, and advisors, will review applications to determine whether the applicants possess the prerequisites necessary for the success in the program. Admission criteria include the following:

1. Application for admission and application fee.
2. Bachelor's degree; final official transcript from each regionally accredited institution must be sent to the Office of Graduate Education.
3. Minimum 3.0 GPA on the last 40 hours of undergraduate coursework.
4. Student letter of intent and career goals - this is a 1-2 page description, single spaced with 12 point Times New Roman and no more than 1" margins, of how the program will help the student to apply knowledge learned relative to career goals; letter of intent should indicate the category of guided electives.
5. Professional resume.
6. Undergraduate course in statistical methods with a grade C or higher is required (equivalent to STA 205 or STA 212 at NKU).
7. International students must demonstrate English proficiency by earning an acceptable score on the TOEFL or IELTS exam.
8. Interview with graduate program faculty may be required; this could be in person or via phone or Skype.
9. Applicants with transcripts or undergraduate degrees from international institutions must provide an official copy of a third party course by course evaluation.

Curriculum

Students must complete all core requirements plus three guided electives:

Core Requirements (26 credit hours)

- HSC 600 Healthcare Research Methods (3 credits)
- HSC 610 Trends and Cultural Issues in Healthcare (3 credits)
- HSC 615 Inst Design/Media Dev for Health Prof (3 credits)
- HSC 650 Healthcare Policy and Economics (3 credits)
- HSC 691 Health Science Capstone (4 credits)

- HSC 696 Health Science Internship (4 credits)
- STA 614 Statistics for Health Care Research (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)

Guided Electives

As part of the program application process, students will identify one of the following categories and successfully complete nine (9) total hours of guided electives:

Health Care Education (9 credit hours)

- CHP 600 Teaching & Learning in Healthcare Education (3 credits)
- CHP 601 Assessment & Evaluation of the Healthc (3 credits)
- CHP 602 Curr, Dev & Eval for Healthcare Programs (3 credits)
- CHP 603 Role of the Healthcare Educator (3 credits)

Health Care Management (9 credit hours)

- HSC 580 Applied HealthCare Management (3 credits)
- HSC 620 Health Care Finance and Reimbursement (3 credits)
- HSC 630 Strategic Planning for Health Services (3 credits)
- HSC 640 Health Law and Ethical Issues (3 credits)

Health Informatics (9 credit hours)

- MHI 600 Introduction to Healthcare Operations (3 credits)
- MBI 625 Information Systems in Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 650 Information Technology Project Management (3 credits)

The curriculum has been created to allow students to complete the program in two years using the following sequence:

Spring

- HSC 610 Trends and Cultural Issues in Healthcare (3 credits)
- STA 614 Statistics for Health Care Research (3 credits)
- Elective (3 credits)

Summer

- HSC 650 Healthcare Policy and Economics (3 credits)
- OR
- NRP 612 Health Care Policy and Economics (3 credits)

Fall

- HSC 600 Healthcare Research Methods (3 credits)
- OR
- NRP 600 Scholarly Inquiry (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)
- Elective (3 credits)

Spring

- HSC 615 Inst Design/Media Dev for Health Prof (3 credits)
- HSC 696 Health Science Internship (4 credits)

Fall

- HSC 691 Health Science Capstone (4 credits)
- Elective (3 credits)

Total Hours: 35**Graduation Requirements**

To be eligible for graduation, students must meet the following requirements:

1. Minimum 3.0 GPA.
2. Minimum 35 semester hours.
3. Maximum of 9 transfer hours of graduate coursework used toward this degree, with approval of graduate program director.
4. No more than 2 grades of C; students must repeat additional courses with C grades.
5. Successful completion of internship.
6. Satisfactory completion of a final project as part of HSC 691.
7. Completion of online application for graduation.
8. Completion of program certification form.

Department of Advanced Nursing Studies

Location: Albright Health Center 206

Telephone: 859-572-7964

Fax: 859-572-1934

Email Address: advancednursing@nku.edu

Web Address: <http://healthprofessions.nku.edu/departments/advancednursing.html>

Department Chair: Adrienne J. Lane, Ed.D., RN, CNE

The Department of Advanced Nursing Studies faculty believe nursing education is both theoretical and experiential, dealing with both health and illness management. Further it is a dynamic and interactive process of study and practice. Graduate programs offered by the department include the Master of Science in Nursing, Post-Master's of Science in Nursing certificate, Nurse Practitioner Advancement, and Doctor of Nursing Practice.

Students and faculty are both essential to this interactive process; both contributing and learning from each other in an environment of mutual respect. Nursing education is based on the development of cognitive, affective and psychomotor domains.

Given this we believe the goals of education should be the development of intellectual inquisitiveness, analytical thinking, and critical judgment. This is the framework for effective communication, competent delivery of care, the promotion and sharing of research, professional accountability, leadership and responsibility.

The MSN, Post-Master's certificate, and DNP programs are accredited by the Accreditation Commission for Education in Nursing (ACEN).

Nursing, M.S.N.

Amy Shay, MS, CNS, RN, MSN Graduate Program Director

Adrienne J. Lane, Ed.D., RN, CNE, Department Chair

Introduction

Graduate education at the master's level builds on the foundation of baccalaureate nursing education. Critical thinking, specialized knowledge, professional accountability, leadership, advanced communication skills and caring behaviors are expectations of the masters prepared nurse and are an integral part of the program. The graduate is able to synthesize theoretical information and research, applying findings to advanced practice. The MSN graduate serves as a change agent using cultural sensitivity, leadership principles, resource management and application of best practice to enhance nursing in the community. Lifelong learning is emphasized in the program; the graduate has the foundation needed for doctoral education. The program prepares the graduate as a health care leader, educator, primary care, or acute care nurse practitioner.

While we appreciate that most students work full time and have family responsibilities the student must acknowledge that

these responsibilities may have an impact on successful completion of the program. We cannot alter academic standards/expectations of the program due to these responsibilities. The rigor of the Department of Advanced Nursing Studies and successful progression requires one's full attention. We highly recommend that students consider the number of hours required for study relative to these responsibilities.

Program Outcomes

1. Critically analyze data for practice by integrating knowledge from arts and sciences within the context of nursing's philosophical framework and scientific foundation.
2. Demonstrate effective communication in order to facilitate nursing practice at an advanced level.
3. Add to the body of knowledge, as it relates to nursing, by demonstrating advanced levels of clinical judgment, systems thinking, and accountability, as evidenced by identifying or generating evidence and implementing and evaluating change to improve healthcare outcomes.
4. Integrate nursing science, educational frameworks, health policy, and principles of business to implement initiatives that facilitate the highest level of advanced nursing practice.
5. Integrate professional values, accountability, and responsibility into advanced levels of nursing practice.
6. Demonstrate sensitivity to diverse cultures and populations including patients and providers (to facilitate practice at an advanced level).
7. Analyze one's own behaviors and institutional practices and policies for coherence with principles of caring.

Program Options

MSN classes are offered in an online format. Hybrid classes, which allow for both online and face to face learning, are occasionally offered. This is course and instructor dependent and is not a guaranteed option. Register for the type of section that best suits your individual learning needs, while allowing for flexibility if enrollment criteria are not met. For more information on distance education go to <http://nkuonline.nku.edu>.

Student Advising

Students, once admitted, are required to meet virtually with the assigned advisor for full program advising prior to beginning courses. This generally occurs close to the start of the first semester. Advising holds will be placed if the student has not had full program advising by the end of the first semester of graduate studies. Students are expected to maintain close contact with their advisor throughout the program of study. Prior consent of the advisor must be obtained before any deviation is made from full program advising. Students are cautioned not to rely on the advice of other students regarding applicability of courses.

The MSN program reserves the right to determine the applicability of graduate transfer credit. A maximum of 40% of your program may consist of transfer work that can be applied toward the program of study.

The MSN program is a year round program (including summers) designed to be completed in a particular sequence,

lockstep fashion. Please give consideration to managing work and family while completing a rigorous academic program.

Application Deadline

Admission to the MSN program is highly competitive. The application process is based on rolling admissions. Students who meet admission requirements will be admitted as space allows. Completed applications with all required accompanying materials are reviewed according to the priority deadlines listed on the College of Health Professions' website: <http://healthprofessions.nku.edu/departments/advancednursing/programs/ms-nursing/admission.html>.

Admission

MSN Program Admission Requirements

In order to be considered for admission to the MSN program, applicants will need:

1. An application for graduate admission to Northern Kentucky University.
2. A Bachelor of Science in Nursing degree from a regionally accredited institution.
3. A letter from your employer indicating a minimum of 1,000 clinical hours of RN practice with satisfactory performance evaluations. Please see form on the MSN website.
4. An updated resume which includes committee work, community service, additional languages spoken, leadership positions & professional publications and/or presentations.
5. A letter of purpose. This is a 1-2 page statement specific to your chosen concentration explaining how you intend to use the degree, how it will apply to your career aspirations, and what specific skills you hope to gain in this program.
6. Official transcripts for all undergraduate and graduate work.
7. Proof of current, unencumbered nursing licensure in the state where your practicum/clinical will be completed.
8. In order for an application to be evaluated, applicants must have a GPA of at least 3.0 in their BSN undergraduate studies.
9. Two letters of recommendation; the recommendation form can be found on the MSN website. Suggested sources of letters of reference include supervisors, directors or faculty. At least one reference should come from an individual who has supervised your nursing practice. References from co-workers, friends or family are not appropriate.
10. Successful completion of a college course in elementary statistics*

* If you have taken an undergraduate statistics course at another college/university you must verify with the Math Department at Northern Kentucky University to ensure that it will be accepted in place of our STA 205. If you are unsure, please use this link to check for course equivalence: <http://online-apps.nku.edu/teds#>. If you do not see your course listed you may contact Suzanne Ritchie at ritchies@nku.edu to review the course you have taken and ask for approval.

Curriculum

MSN Concentrations

MSN students must successfully complete the core courses listed below before moving into specialty courses for the specific concentration. Required courses for each MSN concentration are listed below.

Required Core Courses (18 - 20 credit hours)

- NRP 600 Scholarly Inquiry (3 credits)
- NRP 601 Role Development for Advanced Nursing Practice (1 credit)
- NRP 604 Theoretical Foundations of Nursing Practice (3 credits)
- NRP 612 Health Care Policy and Economics (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)
- STA 614 Statistics for Health Care Research (3 credits)
- Capstone Project (2-4 credits)

Nursing Education Concentration

The nursing education concentration prepares nurses to teach in schools of nursing, hospital education settings and patient education programs. The curriculum emphasizes the development of expertise in teaching clinical nursing, didactic, online simulation and research based teaching. Through a variety of experiences in the classroom and in practica, students have an opportunity to apply theories of instruction and to teach content to nursing students, to practicing nurses and to patients.

Education Core

- NRP 625 Pathopharmacology & Physical Assessment (3 credits)
- CHP 600 Teaching & Learning in Healthcare Education (3 credits)
- CHP 601 Assessment & Evaluation of the Healthc (3 credits)
- CHP 602 Curr, Dev & Eval for Healthcare Programs (3 credits)
- CHP 603 Role of the Healthcare Educator (3 credits)
- NRP 644L Nurse Educator Scholarly Project (3 credits)

Total MSN and Education Specialty Credit Hours: 34

Nurse Executive Leadership Concentration

The curriculum combines courses offered through the Department of Advanced Nursing Studies with courses from the departments of Business Informatics, Psychological Sciences, Accounting and Finance, and Mathematics and Statistics to prepare nurses for leadership at the executive level of healthcare operations.

Nurse Executive Leadership Specialty Courses

- NRP 621 Management of Human Resources (2 credits)
- NRP 623 Nurse Executive Seminar (1 credit)
- NRP 623L Administrative Nursing Capstone Practicum (3 credits)
- NRP 624 Health Care Strategic Planning and Analysis (3 credits)
- NRP 626 Nurse Executive Seminar II (1 credit)
- NRP 626L Administrative Nursing Capstone Practicum (3 credits)
- MHI 625 IS in Healthcare Organizations (3 credits)
- PSY 550 Organizational Psychology (3 credits)
- Excel Bootcamp (0 credits)
- FIN 624 Accounting and Finance for Nurse Executive (3 credits)

Total MSN and Nurse Executive Leader Specialty Credit Hours: 38

Nursing Informatics Concentration (41 credit hours)

The Nursing Informatics curriculum is designed to help students learn both the theory and practical aspects of this important new field. Graduates will bring nursing and clinical knowledge into the technology arena in an effort to improve health care delivery systems and ultimately improve patient care.

MSN Informatics students complete the MSN core courses and then the specialty courses below:

- NRP 650 Nursing Classification, Language and Semantics for Advanced Practice (3 credits)
- NRP 680L Nursing Informatics Capstone I (2 credits)
- NRP 681L Nursing Informatics Capstone II (2 credits)
- MHI 625 IS in Healthcare Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 650 Information Technology Project Management (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- Excel Boot Camp (0 credits)
- MBI 684 Business Analytics (3 credits)

Nurse Practitioner Concentrations

The curriculum will focus on the theoretical concepts and care standards that support the delivery of healthcare in clinical practice and explore the evolving issues faced by the health care system today. As a nurse practitioner, students will act as an educator and counselor, care provider, make referrals and serve as an advocate for patients.

Graduates of the Nurse Practitioner Concentrations will be eligible to take the appropriate national certification examination for their specialty.

Advanced Practice Core (Courses to be completed by all MSN and post-MSN NP students at NKU) (10 credit hours):

All NP students are required to participate in NRP 690, a 1 credit hour On-Campus Clinical Residency. This is an intensive 3-4 day event that will occur on the Northern Kentucky University campus in Highland Heights, KY. The purpose of the On-Campus Residency is to learn hands-on skills, practice through simulation, meet your clinical faculty, and demonstrate your readiness to begin the clinical courses. The On-Campus Residency occurs during the summer. This is MANDATORY. No exceptions.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 606 Diagnostic Reasoning and Advanced Physical Assessment (2 credits)
- NRP 607 Issues in Advanced Practice (1 credit)
- NRP 608 Clinical Pharmacology and Intervention (2 credits)
- BIO 668 Advanced Human Physiology (4 credits)

Family Nurse Practitioner Specialty Courses (49 credit hours)

A total of 600 residency hours are required.

- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 610 Geriatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 634L Primary Care Residency II (3 credits)
- NRP 637 Nurse Practitioner Capstone I (1 credit)
- NRP 638 Nurse Practitioner Capstone II (1 credit)
- NRP 690 On-Campus Residency (1 credit)

Adult Gero Nurse Practitioner Specialty Courses (46 credit hours)

A total of 600 residency hours are required.

- NRP 610 Geriatric Pharmacology (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 619 Primary Care of Adolescents (2 credits)

- NRP 620 Primary Care of Adults II (3 credits)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 634L Primary Care Residency II (3 credits)
- NRP 637 Nurse Practitioner Capstone I (1 credit)
- NRP 638 Nurse Practitioner Capstone II (1 credit)
- NRP 690 On-Campus Residency (1 credit)

Pediatric Nurse Practitioner Specialty Courses (44 credit hours)

A total of 600 residency hours are required.

- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 634L Primary Care Residency II (3 credits)
- NRP 637 Nurse Practitioner Capstone I (1 credit)
- NRP 638 Nurse Practitioner Capstone II (1 credit)
- NRP 690 On-Campus Residency (1 credit)

Adult Gero Acute Care Nurse Practitioner Specialty Courses (45 credit hours)

A total of 600 residency hours are required.

- NRP 605 Clinical Pharmacology in Adult Acute Care (1 credit)
- NRP 670 Adult Health Promotion and Disease Prevention (2 credits)
- NRP 671 Common Acute/Emergent Problems I (3 credits)
- NRP 672 Common Acute/Emergent Problems II (2 credits)
- NRP 675 Seminar for Clinical Decision Making (1 credit)
- NRP 676 Advanced Technologies for Acute Care (2 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 671L Acute Care Residency I (3 credits)
- NRP 672L Acute Care Residency II (3 credits)
- NRP 637 Nurse Practitioner Capstone I (1 credit)
- NRP 638 Nurse Practitioner Capstone II (1 credit)

Nursing Practice, D.N.P.

Adrienne Lane, Ed.D., MSN, RN, DNP Graduate Program Director and Department Chair

William Terry Ray, Ph.D., MNsc, CRNA, Nurse Anesthesia Track Program Director

The doctoral program prepares the graduate to be a steward of the discipline. The doctoral education 1) starts from the student's experience 2) develops through experiences that are experiential and transformational and 3) culminates in the graduate taking on the role of nursing expert. Components of doctoral learning include opportunities for 1) formation of a deep understanding of the graduate's place in the history and cultures of nursing, 2) development of skills of inquiry 3) generation of new nursing knowledge and 4) alignment with faculty in strong mentoring relationships. Doctoral education takes place in a nursing framework that intersects with the sciences, arts, technology, health policy and economics. This learning takes place in a scholarly community grounded in standards for rigor, the nursing imperative of caring and a plurality of voices.

The Nurse Anesthesia Program (NAP) is a specialization of the Doctor of Nursing Practice. The program as designed, is a 36 month (106 credit hours) curriculum culminating in a Doctor of Nursing Practice (DNP) nurse anesthesia specialization with a population focus of the family/individual across a lifespan. Graduates will be eligible for the National Board of Certification and Recertification of Nurse Anesthetists (NBCRNA) National Certification Exam (NCE) and to assume the role of an Advanced Practice Registered Nurse (APRN) as a Certified Registered Nurse Anesthetist (CRNA). **Accreditation of the NAP is PENDING Council on Accreditation of Nurse Anesthesia Educational Programs (COA) Approval.**

Purpose

The Doctor of Nursing Practice (DNP) program builds upon the Essentials of Doctoral Education for Advanced Nursing Practice (2006), as stated by the American Association of Colleges of Nursing (AACN) and the Accrediting Commission for Education in Nursing (ACEN) and criteria for the clinical doctorate (2008). This is a practice focused doctoral program. Practice focused doctoral programs are designed to prepare nurses in advanced nursing practice. The focus of the DNP program is on evidence-based practice which reflects application of credible research findings. The Doctor of Nursing Practice (DNP) program includes integrative practice experiences and an intense practice immersion experience (AACN 2006).

Contact Information

Department of Advanced Nursing Studies - AHC 206,
<http://healthprofessions.nku.edu/departments/advancednursing.html> or 859-572-7964

William Terry Ray, Ph.D., CRNA Program Director
 - rayw2@nku.edu or 859-572-7966

Admission Requirements

To be considered for admission to the DNP program, an applicant must have:

1. A bachelor's of science in nursing and a master's of science in nursing from a nationally accredited school with a minimum cumulative GPA of 3.25 on a 4.0 scale. The master's of nursing will not be considered for the program.
2. Have successfully completed an upper division level graduate course in statistics.
3. Possesses an unencumbered RN license in the United States or the country in which the student practices.

Admission Requirements: DNP - Nurse Anesthesia Program

1. Meets all NKU Graduate Admission Requirements as stated in the Graduate Catalog.
2. Submission of online application prior to deadline per university policy, found at <http://apply.nku.edu>.
3. BSN from an accredited nursing program (ACEN, NLNAC, or CCNE).
4. Unencumbered license as a Registered Nurse (licenses in KY and OH required prior to admission).
5. One year minimum full-time (2,080 hours) of critical care experience as RN within the past 2 years with employer verification; employment verification form can be found at <http://healthprofessions.nku.edu/content/dam/healthprofessions/advancednursing/docs/Employment%20Verification.pdf>. Critical care is defined by the Council on Accreditation of Nurse Anesthesia Educational Programs (COA) as: "Critical care experience must be obtained in a critical care area within the United States, its territories or a US military hospital outside of the United States. During this experience, the registered professional nurse has developed critical decision making and psychomotor skills, competency in patient assessment, and the ability to use and interpret advanced monitoring techniques. A critical care area is defined as one where, on a routine basis, the registered professional nurse manages one or more of the following: invasive hemodynamic monitors (e.g., pulmonary artery, central venous pressure, and arterial catheters), cardiac assist devices, mechanical ventilation, and vasoactive infusions. Examples of critical care units may include but are not limited to: surgical intensive care, cardiothoracic intensive care, coronary intensive care, medical intensive care, pediatric intensive care....." (Standards for Accreditation of Nurse Anesthesia Programs, Practice Doctorate, 2015)
6. Undergraduate GPA of 3.25 or higher on 4.0 scale.
7. Science GPA 3.0 or higher on 4.0 scale.
8. Prerequisite Classes: Statistics; Anatomy; Physiology; Pathophysiology; Chemistry; Microbiology with a cumulative science GPA of 3.0 or greater.
9. Graduate level writing skills demonstrated in goal statement and CV.
10. Current CV.
11. Three professional recommendations sent directly from recommender. Suggested recommenders include: Nurse Manager; Professor; APRN, preferably CRNA; or MD.
12. Goal statement indicating graduate level writing skills. Please include your educational and professional goals, limiting statement to one page.

13. CCRN, ACLS, BLS certification required for application. PALS required on admission to program.
14. Shadowing experience documentation with either a CRNA or anesthesiologist.
15. Successful interview with Admissions Committee. Due to the competitive nature of the admission process meeting minimum standards does not guarantee admission. All applicants will be screened and the most qualified will be invited for interview.
16. Non-refundable matriculation fee of \$1,000 if accepted into the program. Matriculation fee will be applied to student's account on admission. If applicant does not enroll in program, the matriculation fee is forfeited.
17. After acceptance, but prior to admission, documentation of required immunizations and physical examination through Certified Background NN39 Background Check, Drug Test, and Medical Document Manager.

Application Process

The application process has two parts. The first consists of the documents required to be submitted. The second part is the interview.

Documents to be submitted:

The completed application file will contain the following documents. No application will be considered until all documents have been received.

1. NKU application for graduate admission, found at <http://apply.nku.edu>.
2. Three satisfactory academic and professional recommendations with at least two from nurses.
3. Resume or Curriculum Vitae: educational background, employment history, awards and accomplishments.
4. All official transcripts of post-baccalaureate study.
5. TOEFL scores as needed per international student admissions requirements.
6. Submission of a graduate level paper (maximum 5-8 pages, excluding title page and references) in APA 6th edition format addressing the following:
 - Discuss your current practice, why you wish to pursue the DNP degree, and what you hope to contribute to the nursing profession after completion of the degree. This may be in the first person narrative.
 - Describe how the DNP graduate may impact healthcare locally, nationally, and globally.
7. Admission Interview

Admission in the program is limited by numbers. Eligible applicants will be invited for an interview with DNP faculty. This may be done in person, via telephone, or electronic means.

Application Process: DNP - Nurse Anesthesia Program

The application process has two parts. The first consists of the documents required to be submitted. The second part is the interview. **Admission into the NAP is PENDING Council**

on Accreditation of Nurse Anesthesia Educational Programs (COA) Accreditation Approval.

Documents to be submitted:

The completed application file will contain the following documents. No application will be considered until all documents have been received.

1. NKU application for graduate admission, found at <http://apply.nku.edu>.
2. Applications will be accepted from **June 1 through August 15**. All materials must be submitted by August 15 deadline.
3. Three professional recommendations sent directly from recommender. Suggested recommenders include: Nurse Manager; Professor; APRN, preferably CRNA; or MD.
4. Resume or Curriculum Vitae: educational background, employment history, awards and accomplishments.
5. All official transcripts of post-baccalaureate study.
6. Documentation of one year full-time critical care experience as a RN within the past 2 years.
7. Verification of CCRN, BLS, and ACLS certification.
8. Documentation of shadowing experience
9. TOEFL scores as needed per international student admissions requirements.
10. Submission of goal statement indicating graduate level writing skills. Please include your educational and professional goals, limiting statement to one page.
11. Successful interview with Admissions Committee. Due to the competitive nature of the admission process meeting minimum standards does not guarantee admission. All applicants will be screened and the most qualified will be invited for interview. Interviews will be held in October.
12. Non-refundable matriculation fee of \$1,000 **if accepted** into the program. Matriculation fee will be applied to student's account on admission. If applicant does not enroll in program, the matriculation fee is forfeited.
13. **Admission into the NAP is PENDING Council on Accreditation of Nurse Anesthesia Educational Programs (COA) Accreditation Approval**

DNP Project Process

The DNP Project Team is comprised of the DNP student, practice mentor, and a graduate faculty member who serves as chair. The faculty team members must hold terminal degrees. The clinical mentor is the content expert in the DNP student's field of interest. The DNP Project Team Chair is facilitating the learning within the DNP Project. All DNP projects must go through the NKU Institutional Review Board (IRB) process. IRB processes in the facility in which the DNP project is implemented may be required as well. The student needs to discuss the IRB processes with their DNP Project Team Chair prior to data collection. The IRB process and IRB forms are described and found on the NKU IRB website at <http://gero.nku.edu/research/rgc/irb/irb.html>.

1. The DNP program shall have a project proposal process that provides for the Office of Graduate Education, the program, and the candidate, a written and signed document defining the expectations of the program for a successful project.
2. The "approval of the project proposal" is deemed successful when the project chair files appropriate paperwork with the Office of Graduate Education signifying approval for the candidate to move forward. Until the project presentation is scheduled, the initial proposal may be amended with unanimous agreement of the project team.
3. A project presentation may not be scheduled without a signed project proposal. The candidate shall initiate the scheduling of the presentation. Project presentation scheduling requires the concurrence of all members.
4. The DNP program must provide alternatives for candidates to alter or change project chairs and team membership.
5. The "completion of the project" is deemed successful when both the chair and the practice mentor of the Project Team vote approval.
6. Project presentation shall be open to the public.

Information for this process can be found under Doctoral Degree Specific Information under Degree & Certificate Exit Program Requirements in the Graduate Catalog.

Curriculum Requirements

All courses are in the online format and must be taken in sequence. Students should consult with their graduate program director regarding the most current sequencing of courses.

- DNP 800 Foundations of Theory and Research (5 credits)
- DNP 802 DNP Role Development (1 credit)
- DNP 814 Research Methods: Analysis & Application (3 credits)

OR

- NRP 694 Topics: Nursing (1-3 credits)
- DNP 801 Epidemiology (3 credits)
- DNP 806 Program Development Implementation and Evaluation (2 credits)
- DNP 896 Practicum/Project (1 credit)

Note: DNP 896 is a one credit course that will be taken five times as work on a clinical project is conducted throughout the program.

- MHI 815 Informatics for Advanced Practice (3 credits)
- DNP 803 Leadership in Organizations and Systems (2 credits)
- DNP 804 Economics & Fin. Aspects of Healthcare (3 credits)
- DNP 807 Leadership in Educational Activities (2 credits)
- DNP 805 Strategic Analysis for Quality Improvement (3 credits)
- DNP 808 Health Care Policy (3 credits)

- DNP 897 Continuing Credit for Capstone/Dissertation Document (1 credit) (if needed)

Total Hours: 35-36

Nurse Anesthesia Track Program Requirements

First Year NAP

Summer Semester (14 credit hours)

- DNP 868 Physiology and Pathophysiology I (4 credits)
- OR
- BIO 868 Physiology and Pathophysiology I (4 credits)
- DNP 850 Chemistry and Physics for Anesthesia (3 credits)
- DNP 851 Pro Aspects/Role Dev in Nurse Anesthesia (3 credits)
- DNP 880 Anatomy for Anesthesia (4 credits)
- OR
- BIO 880 Anatomy for Anesthesia (4 credits)

Fall Semester (15 credit hours)

- DNP 869 Physiology and Pathophysiology II (4 credits)
- OR
- BIO 869 Physiology and Pathophysiology II (4 credits)
- DNP 852 Basic Principles of Anesthesia I (3 credits)
- DNP 800 Foundations of Theory and Research (5 credits)
- DNP 854 Advanced Health Assessment (3 credits)

Spring Semester (13 credit hours)

- DNP 853 Basic Principles of Anesthesia II (3 credits)
- DNP 856L Introduction to Clinical Practicum (1 credit)
- DNP 855 Advanced Pharmacology I (3 credits)
- DNP 814 Research Methods: Analysis & Application (3 credits)
- DNP 801 Epidemiology (3 credits)

Second Year NAP

Summer Semester (13 credit hours)

- DNP 865 Advanced Pharmacology II (3 credits)
- DNP 863 Advanced Principles of Anesthesia I (4 credits)

- DNP 860L Anesthesia Practicum I (3 credits)
- DNP 806 Program Development Implementation and Evaluation (2 credits)
- DNP 896 Practicum/Project (1 credit)

Fall Semester (13 credit hours)

- DNP 864 Advanced Principles of Anesthesia II (3 credits)
- DNP 861L Anesthesia Practicum II (4 credits)
- DNP 803 Leadership in Organizations and Systems (2 credits)
- MHI 815 Informatics for Advanced Practice (3 credits)
- DNP 896 Practicum/Project (1 credit)

Spring Semester (10 credit hours)

- DNP 862L Anesthesia Practicum III (4 credits)
- DNP 804 Economics & Fin. Aspects of Healthcare (3 credits)
- DNP 807 Leadership in Educational Activities (2 credits)
- DNP 896 Practicum/Project (1 credit)

Third Year NAP

Summer Semester (11 credit hours)

- DNP 870L Anesthesia Practicum IV (4 credits)
- DNP 808 Health Care Policy (3 credits)
- DNP 805 Strategic Analysis for Quality Improvement (3 credits)
- DNP 896 Practicum/Project (1 credit)

Fall Semester (9 credit hours)

- DNP 871L Anesthesia Practicum V (6 credits)
- DNP 873 Anesthesia Seminar I (2 credits)
- DNP 896 Practicum/Project (1 credit)
- Spring Semester (8 credit hours)
- DNP 872L Anesthesia Practicum VI (6 credits)
- DNP 874 Anesthesia Seminar II (2 credits)
- DNP 897 Continuing Credit for Capstone/Dissertation Document (1 credit)*
**Only if needed*

Total Hours: 106

Graduation Requirements

To be eligible for the Doctor of Nursing Practice degree, the student must:

1. Successfully complete all course requirements, DNP project requirements (including uploading final version of scholarly paper to ProQuest/UMI prior to graduation) and achieve a minimum cumulative GPA of 3.0.

2. File Application for Graduation via myNKU during the semester prior to the one in which he/she intends to complete all degree requirements. The dates by which this document must be on file are published on the Office of Graduate Education website and Office of the University Registrar website.
3. Satisfy all financial and administrative obligations to the University.

To be eligible for the Doctor of Nursing Practice degree with nurse anesthesia track, the student must also:

4. Satisfactory completion of minimum clinical and didactic requirements of the COA and NBCRNA.

Nurse Practitioner Advancement Certificate

Adrienne J. Lane, Ed.D., RN, CNE, Department Chair

Amy Shay, MS, CNS, RN, MSN Graduate Program Director

Nurse practitioner advancement options are offered to provide opportunities for nurse practitioners to gain an additional specialty focus such as Adult to Family Nurse Practitioner or Women's Health to Adult Gero Nurse Practitioner.

These courses are offered online. Some may be hybrid format. Please visit nkuonline.nku.edu for more information concerning tuition and technical requirements for distance learning. All NP Advancement tracks require 500 clinical residency hours in the new specialty to meet certification exam requirements.

NP Advancement Admission Requirements

1. Submission of a completed application for graduate admission, including transcripts indicating any undergraduate and graduate coursework. Please note that the transcripts sent should reflect the conferral for BSN, MSN, previous NP, and any additional courses that you plan to transfer.
2. Master of Science in Nursing degree from an ACEN or CCNE accredited school of nursing.
3. Preferred applicants should have a Master of Science in Nursing program GPA of at least a 3.0.
4. Completion of certification and currently licensed as nurse practitioner. Proof of licensure should include expiration date.
5. A current copy of your unencumbered nursing license and NP certification. Proof of licensure should include expiration date.
6. Proof of 2000 hours clinical experience over the previous year and satisfactory performance evaluations. Please see form on the MSN website.
7. An updated resume.
8. A letter of purpose. This is a 1-2 page statement of how you intend to use the program, how it will apply to your career aspirations, and what specific skills you hope to gain in this program.

Submit all documents by deadline for consideration to:

Northern Kentucky University
Office of Graduate Education
302 Lucas Administrative Center
Highland Heights, KY 41099

All NP students are required to participate in NRP 690, a 1 credit hour On-Campus Clinical Residency. This is an intensive 3-4 day event that will occur on the Northern Kentucky University campus in Highland Heights, KY. The purpose of the On-Campus Residency is to learn hands-on skills, practice through simulation, meet your clinical faculty, and demonstrate your readiness to begin the clinical courses. The On-Campus Residency occurs during the summer. This is MANDATORY. No exceptions.

Adult to Family Nurse Practitioner (17 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Women's Health or Certified Nurse Midwife to Family Nurse Practitioner (22 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 610 Geriatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Pediatric to Family Nurse Practitioner (17 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 610 Geriatric Pharmacology (1 credit)

- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Geriatric to Family Nurse Practitioner (18 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Acute Care to Family Nurse Practitioner (18 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Women's Health or Certified Nurse Midwife to Adult-Gero Nurse Practitioner (17 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 610 Geriatric Pharmacology (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)

- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Geriatric Nurse Practitioner to Adult-Gero Nurse Practitioner (15 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Acute Care to Adult-Gero Nurse Practitioner (17 credit hours)

Clinical residency requirements are 500 hours.

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 633L Primary Care Residency I (3 credits)
- NRP 635L Primary Care Residency III (2 credits)

Family or Adult Nurse Practitioner to Adult-Gero Acute Care (17 credit hours)

Clinical residency requirements are 500 hours.

- NRP 605 Clinical Pharmacology in Adult Acute Care (1 credit)
- NRP 670 Adult Health Promotion and Disease Prevention (2 credits)
- NRP 671 Common Acute/Emergent Problems I (3 credits)
- NRP 672 Common Acute/Emergent Problems II (2 credits)
- NRP 675 Seminar for Clinical Decision Making (1 credit)
- NRP 676 Advanced Technologies for Acute Care (2 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 672L Acute Care Residency II (3 credits)
- NRP 673L Acute Care Residency III (2 credits)

Post-Master's of Science in Nursing Certificate

Amy Shay, MS, CNS, RN, MSN Program Director

Adrienne J. Lane, Ed.D., RN, CNE, Department Chair

Introduction

Post-master's programs are available to students who have an earned BSN and MSN and seek specialized knowledge and skills as a nurse practitioner or nurse educator. Graduates of the programs will be qualified to take the certification examination for their specialty.

Online Program

All nursing courses for certificate programs are offered online. Some may also be offered in a hybrid format. Visit <http://nkuonline.nku.edu> for more information and technical requirements.

Students, once admitted, are required to consult/meet with their advisor for full program advising before the end of the first semester. (Advising holds may be placed if the student is not in compliance.) Students are expected to maintain close contact with their advisor throughout the program of study. Prior consent of the advisor should be obtained before any deviation from full program advising. Students are cautioned not to rely on advice of other students regarding applicability of courses.

A maximum of 33% of the program may consist of transfer work that can be applied to the program of study. To transfer a course in to NKU, a grade of *B* or better must have been earned.

Application Deadline

Admission to the Post-MSN certificate program is highly competitive. The application process is based on rolling admissions. Completed applications with all required accompanying materials are reviewed according to priority deadlines listed on the Department of Advanced Nursing website: <http://www.advancednursing.nku.edu>. Students who meet admission requirements will be admitted as space allows.

Admission

Post-Master's Admission Requirements

1. A completed application for graduate admission, including transcripts indicating any undergraduate and graduate coursework. Please note that the transcripts sent should reflect the conferral for BSN, MSN and any additional courses that the applicant plans to transfer.
2. A conferred BSN and MSN from an ACEN or CCNE accredited school of nursing.
3. Preferred applicants should have a Master of Science in Nursing program GPA of at least 3.0.
4. Completion of certification and currently licensed as nurse practitioner, if you are a nurse practitioner.

5. A copy of your current, unencumbered nursing license. Proof of licensure should include expiration date.
6. A minimum of 1000 hours clinical experience over the previous year for all Post-MSN certificates, except Psychiatric Mental Health (Across the Lifespace) Nurse Practitioner, which requires 2000 hours and satisfactory performance evaluations. Please see form on the MSN website.
7. An updated resume.
8. A letter of purpose. This is a 1-2 page statement of how you intend to use the program, how it will apply to your career aspirations, and what specific skills you hope to gain in this program.

- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 614 Primary Care of Obstetric Patient (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)

Total credit hours, Family (plus NP core and clinical): 31

Adult-Gero Nurse Practitioner Specialty Courses

- NRP 610 Geriatric Pharmacology (1 credit)
- NRP 615 Primary Care of Gynecologic Patient (1 credit)
- NRP 616 Primary Care of Aged (2 credits)
- NRP 618 Primary Care of Adults I (2 credits)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 620 Primary Care of Adults II (3 credits)

Total credit hours, Adult (plus NP core and clinical): 28

Pediatric Nurse Practitioner Specialty Courses

- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 613 Wellness & Primary Care of Infants and Children (3 credits)
- NRP 619 Primary Care of Adolescents (2 credits)
- NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)

Total credit hours, Pediatric (plus NP core and clinical): 26

Adult-Gero Acute Care Nurse Practitioner Specialty Courses

- NRP 605 Clinical Pharmacology in Adult Acute Care (1 credit)
- NRP 670 Adult Health Promotion and Disease Prevention (2 credits)
- NRP 671 Common Acute/Emergent Problems I (3 credits)
- NRP 672 Common Acute/Emergent Problems II (2 credits)
- NRP 675 Seminar for Clinical Decision Making (1 credit)
- NRP 676 Advanced Technologies for Acute Care (2 credits)
- NRP 690 On-Campus Residency (1 credit)
- NRP 671L Acute Care Residency I (3 credits)
- NRP 672L Acute Care Residency II (3 credits)

Total credit hours, Adult Acute Care (plus Advanced Practice core): 28

Submit all documents by deadline for consideration to:

Northern Kentucky University
Office of Graduate Education
302 Lucas Administrative Center
Highland Heights, KY 41099

Program Curriculum

Post-Master's Primary Care Nurse Practitioner Courses

Advanced Practice Core (10 credit hours)

- NRP 602 Health Promotion & Disease Prevention (1 credit)
- NRP 606 Diagnostic Reasoning and Advanced Physical Assessment (2 credits)
- NRP 607 Issues in Advanced Practice (1 credit)
- NRP 608 Clinical Pharmacology and Intervention (2 credits)
- BIO 668 Advanced Human Physiology (4 credits)

Primary Care Clinical Residencies (7 credit hours)

Each clinical residency course requires 300 clock hours of clinical experience which averages to 18-19 hours a week per semester.

All NP students (except Psych MHNP) are required to participate in NRP 690 a 1 credit hour On-Campus Clinical Residency. This is an intensive 3-4 day event that will occur on the Northern Kentucky University campus in Highland Heights, KY. The purpose of the On-Campus Residency is to learn hands-on skills, practice through simulation, meet your clinical faculty, and demonstrate your readiness to begin the clinical courses. The On-Campus Residency occurs during the summer. This is MANDATORY. No exceptions.

A total of 600 clinical residency hours are required.

- NRP 633L Primary Care Residency I (3 credits)
- NRP 634L Primary Care Residency II (3 credits)
- NRP 690 On-Campus Residency (1 credit)

Family Nurse Practitioner Specialty Courses

- NRP 609 Pediatric Pharmacology (1 credit)
- NRP 610 Geriatric Pharmacology (1 credit)

Psych Nurse Practitioner (22 credit hours)

- NRP 660 Psychopharmacology Across the Lifespan (4 credits)
- NRP 661 Non-Pharmacological Treatments (Psychotherapy) Across the Life Span (3 credits)
- NRP 662 Assessment and Diagnosis of Psychiatric Mental Health Problems Across the Life Span (3 credits)
- NRP 664 Management of Acute, Complex and Chronic Psychiatric Disorders Across the Life Span (4 credits)
- NRP 665L Advanced Psychiatric NP Clinical Residency I (3 credits)
- NRP 667 Professional Issues, Role, Ethics and Law in Psychiatric Advanced Practice (3 credits)
- NRP 668L Advanced Psych NP Clinical Residency II (2 credits)

COLLEGE OF INFORMATICS

Location: Griffin Hall 500

Telephone: 859-572-5568

Fax: 859-572-6176

Email Address: informatics@nku.edu

Web Address: <http://informatics.nku.edu>

Dean: Kevin Kirby

Other Key Personnel:

Associate Dean: Maureen Doyle
 Business Officer: Pam Wagar
 Director of Advancement: Kendall Fisher
 Executive Assistant: L. Sue Murphy Angel

The College of Informatics offers a 21st-century perspective on the disciplines that have **information** at their core. We are home to the departments of communication, computer science, and business informatics. Through our outreach arm, the Center for Applied Informatics, our students have the opportunity to work with companies and other organizations on cutting-edge projects.

The college offers ten bachelor's degrees, five master's degrees, and a variety of certificates, both graduate and undergraduate. Several of our programs are available in a variety of forms, including traditional face-to-face, fully online, and hybrid formats. Many of them accommodate working professionals who are only available for coursework in the evening and on weekends. Graduate degree programs have program specific advisors and graduate program directors.

We have energetic faculty who have a passion for teaching, who are dedicated researchers, and who have a strong sense of civic engagement. Many faculty have industry experience in their discipline.

Our home is NKU's state-of-the-art informatics center, Griffin Hall. In this open and social space, students have the opportunity to use the newest technologies and collaborate in innovative ways.

Above all, we embrace a culture of silo-breaking transdisciplinarity. In other words, the College of Informatics is not an island. We work together with all the other colleges on campus to advance the full range of NKU's mission. Informatics is networked into almost anything you can imagine, and we invite everyone to connect to us and explore.

Department of Business Informatics

Simply stated, information systems professionals understand how to apply information technology to a context. Business Informatics is the study of information systems in the context of business. Health Informatics is the study of information systems in the context of health care. But there is a lot more underlying those statements.

First, Information Systems (IS) is a much broader term than Information Technology (IT). When you study Information Systems, you must understand technology AND how technology fits into the business or health care system. You have to take into account how people interact with technology, how information is stored and retrieved, how information creates new information, how to manage the introduction of information technology into a business or health care organization, how to present information in support of your argument or position, etc.

With a MBI degree, you may design a decision support system to help managers make multi-million dollar decisions or be asked to help implement the new information system that helps keep track of the inventory for a company or asked to do quality assurance on the next financial accounting system for you company. In all cases, you are asked to help because you can understand and explain how technology can help solve the problem.

The NKU Business Informatics program has topics and courses that prepare you to work in all of these areas in the business or the health care context. The MBI is accredited by AACSB International, the premier business accrediting body. The MBI also holds an international top-20 rating for the Business Analytics curriculum.

Business Informatics, M.S.

Frank Braun, D.M., Department Chair

Ben Martz, Ph.D., Graduate Program Director

Purpose

The Master of Science in Business Informatics (MBI) offers a challenging, state-of-the-art education to prepare those who participate or intend to participate at an advanced level in the dynamic field of information technology. The program offers practical, hands-on experience and theoretical discussions of current and future trends in developing information system applications and managing corporate information systems. The program is built on the premise that an information systems manager must be able to:

1. Understand the current information technologies.
2. Evaluate and adapt new technologies in relation to business needs.
3. Comprehend the organizational setting in which these technologies must be implemented.
4. Manage information systems as an organizational resource by making critical IS-related decisions and by recruiting and retaining quality information systems personnel.

Office of the MBI Program

The MBI Program is in the College of Informatics located in Griffin Hall Suite 400. For more information call 859-572-6366, e-mail mbi@nku.edu or visit mbi.nku.edu/.

Requirements

Admission Requirements

1. A total score of at least 450 on the GMAT or a combined score of 300 (1,000 prior to 2011) on the Graduate Record Examination (GRE).
2. An admissions formula total of at least:
 - 1,000 points based on the formula (200 x GPA on 4.0 scale) + GMAT
 - or**
 - 1,050 points based on the formula (200 x GPA on 4.0 scale for the last 60 semester hours) + GMAT
 - or**
 - Minimum 2.5 GPA and 300 points on the GRE with a minimum of 146 on Quantitative Reasoning and minimum 145 on Verbal Reasoning
3. Current résumé suggested.

Program Requirements

Foundation courses are required for those students admitted to the program with a limited business or programming educational background. The requirement of these courses can be met based on undergraduate/graduate (transcribed) coursework completed or other methods that demonstrate an understanding and proficiency.

Foundation courses

- MBI 615 Analytical Tools in Business Informatics (3 credits)
- MBI 620 Strategic Leadership for Informatics (3 credits)

MBI Program Curriculum

The MBI is a 30 semester hour degree composed of two groups of courses, core and electives (offering four areas of specialization):

Core Courses (21 credit hours)

- MBI 625 Information Systems in Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 640 Data Communication and Network Security (3 credits)
- MBI 645 E-Business (3 credits)
- MBI 650 Information Technology Project Management (3 credits)
- MBI 685 Corporate IS Management (3 credits) (Capstone)

Elective Courses (9 credit hours) chosen from:

- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 655 Advanced Business Application Programming (3 credits)

- MBI 657 ERP Business Process Integration (3 credits)
- MBI 660 Business Intelligence Development (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 673 Collaboration Software and Systems (3 credits)
- MBI 675 Enterprise Workflow Design and Reengineering (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)
- MBI 680 Global Information Technology and Systems (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- MBI 684 Business Analytics (3 credits)
- MBI 692 Information Systems Research (3 credits)
- MBI 694 Topics in Information Systems (1-3 credits)

Total Hours: 30

Specializations based on electives are available including:

Information Technology Entrepreneurship Specialization (9 credit hours)

- MBI 675 Enterprise Workflow Design and Reengineering (3 credits) (required)
- ENTP 640 Entrepreneurship and Innovation (3 credits) (required)
- ENTP 670 Managing Growth and Entrepreneurship in Organizations (3 credits)
- ENTP 696 Field Studies: Entrepreneurship (3 credits)

ERP Specialization (9 credit hours)

- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)

Business Data Analytics (9 credit hours)

- MBI 660 Business Intelligence Development (3 credits)
- MBI 664 Data Visualization and Analytics (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 684 Business Analytics (3 credits)
- MBI 694 Topics in Information Systems (1-3 credits) (as applicable)

Corporate Information Security (12 credit hours)

- MBI 682 Information Security and Governance (3 credits)
- CIT 500 Information Technology Fundamentals (3 credits)
- CIT 580 Securing Computer Systems (3 credits)

Plus (1 course)

- CIT 530 Computer Forensics (3 credits)
- CIT 581 Cybersecurity Capstone (3 credits)
- CIT 644 Web Security (3 credits)

Health Informatics, M.S.

Tam McCreless, Ph.D., Graduate Program Director

Frank Braun, D.M., Department Chair

Purpose

At the highest level, Health Informatics consists of two categories (a) clinical informatics, with a principal focus on patient care, and (b) a more general health information systems informatics, with a principal focus on institutional administration. Thus, Health Informatics addresses issues ranging from storage, retrieval, and interpretation of data for better patient care to the actual implementation and management of the complex information systems used in the administration of health care. The natural environment of Health Informatics includes hospitals, physician networks and practice groups, third-party payers and regulatory agencies, and industry suppliers such as pharmaceutical companies, biotechnology companies, and vendors of hospital equipment and medical supplies.

The Master of Science in Health Informatics (MHI) is designed to provide an educational experience that will enable both health professionals interested in developing their knowledge of information technology and IT professionals interested in applying their skills in the healthcare industry. Government policies and investments are stimulating the growth of information technology in the healthcare industry to achieve healthcare's "Triple Aim" of improving the individual experience of care, improving the health of populations, and reducing the per capita cost of care. The MHI program exposes students to the interaction and interdependencies of technology with other key elements in healthcare, including information security and privacy, evidence-based practices, analytics and population health. This program addresses both areas of clinical informatics and health information systems, with a focus on the integration and interoperability of technology within this total environment. Graduates will develop competencies and skills that are required to work with leading edge technologies while implementing process change, system design, and management within the unique constraints, requirements, urgencies, and patient-centered practices associated with the healthcare industry.

One of the key aspects of the MHI program is student access to Electronic Health Record (EHR) technology. Students are able to take on every role inside a health organization in order to learn the software from the user point-of-view, in addition to the role of administrator, acquiring the skills needed for software configuration. Finally, students have the opportunity to delve deeper into using EHRs by developing healthcare analytics, such as dashboards and scorecards, and by using the software as a learning tool to obtain the foundational knowledge to improve the management and delivery of healthcare.

Office of the MHI Program

The MHI program resides in the College of Informatics under the Business Informatics department located in GH 400. For more information call (859) 572-5153, e-mail mhi@nku.edu, or visit the website at mhi.nku.edu.

Program Admission

The optimum size of the Master's in Health Informatics (MHI) program is conditioned by several resource constraints, particularly faculty availability, physical space, and staff support. The maximum size of each entering class is approximately 20 to 25 students. However, because most students in the health informatics program are part-time, it is anticipated that the program enrollment may be larger.

Applications are accepted for all semesters. Admission decisions will be made within two weeks after the receipt of all application documents. Applications received after posted deadlines will be considered on a space available basis. Applications are evaluated against the Graduate School criteria and those criteria developed specifically for the MHI program. Applicants who do not qualify for full admission may be admitted on a conditional or provisional basis at the discretion of the MHI Admissions Committee and director of Graduate Program.

Admission Requirements

Consideration for admission to the MHI program requires the following be submitted in addition to the application:

1. Official transcripts showing an earned baccalaureate degree from a regionally accredited college or university. Applicants who attended a university outside the United States must submit an evaluation of their transcript showing it is equivalent to a US four-year degree. As a criterion for full admission, applicants must have no less than a GPA of 3.0 on a 4.0 scale for either the last 60 semester hours of earned undergraduate credit or overall undergraduate credit hours. Applicants completing their undergraduate work at the time the application is submitted may be considered for provisional admission based in part on an official transcript of work completed thus far.
2. Official transcripts from all post-secondary work.
3. In addition to the minimum GPA requirement, applicants must submit evidence of potential success in graduate programs. This may be accomplished by: a previous master's, Ph.D., or professional doctoral degree (e.g., M.B.A., M.D., J.D., D.D.S.) from a U.S. regionally accredited school OR A 3.5 GPA or better in at least 12 hours of graduate work from a regionally accredited school OR a GMAT score meeting the following conditions:
 - A total score of at least 450 on the GMAT AND an admissions formula total of at least 1,000 points based on the formula (200 x GPA on 4.0 scale) + GMAT, OR
 - 1,050 points based on the formula (200 x GPA on 4.0 scale for the last 60 semester hours) + GMAT.
 - A GRE score with equivalent placement conditions is also acceptable.
4. A carefully drafted statement about your personal interests, career goals, and relevant background experience.

5. For students with a degree from outside the US and who are not native English speakers, a TOEFL score (minimum score of 550 paper version, 213 computer based version, 79 iBT version) or IELTS score (minimum 6.5).
6. A statement addressing your proficiencies in the use of computer technologies.

While not required, reference forms from individuals qualified to comment on your potential success in both a graduate program and in Health Informatics are encouraged. Please follow the submission guidelines on the Office of Graduate Education website <http://gradschool.nku.edu>.

Admission to the MHI program is determined by a consensus of the Admissions Committee. The decision is based upon the evaluation of all documents submitted with the application. All correspondence should be sent directly to the Office of Graduate Education, AC 302, Northern Kentucky University, Highland Heights, KY 41099.

Program Requirements Summary

Credits required: 33

Requirement Breakdown:

- 21 credits in required Foundation Classes
- 9 credits in Electives
- 3 credits in Capstone
- A requirement of creating an electronic portfolio throughout the program

Curriculum

The required core courses provide broad technical skills as well as providing the organizational competencies required for success by MHI graduates. All courses are associated with specific learning outcomes and outcome assessment methodologies. Students without an adequate academic or work background in healthcare may be required to take a clinical class in addition to the 33 credits required for the degree.

Required Core Courses (24 credit hours)

NOTE: Students with an academic background in technology or clinical medicine may petition to waive a single foundation course and replace it with an elective.

- MHI 600 Introduction to Healthcare Operations (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)
- MHI 625 IS in Healthcare Organizations (3 credits)
- MBI 650 Information Technology Project Management (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MHI 650 Evidence-Based Health Care Methods (3 credits)
- MHI 682 Health Informatics Capstone 1 (3 credits)

- Electives (9 credit hours required)

Students are required to take a minimum of 9 hours in elective courses. The electives are grouped into 3 areas, and students may be required to take three courses from one of the areas to specialize or just select any three courses. The following courses are pre-approved; students can submit for approval any graduate level course offered at NKU to which health informatics can be applied.

Healthcare Data Analytics Electives

- MBI 605 Application Development for Business Analysis (3 credits)
- MBI 615 Analytical Tools in Business Informatics (3 credits)
- MBI 660 Business Intelligence Development (3 credits)
- MBI 662 Decision Analysis (3 credits)
- MBI 664 Data Visualization and Analytics (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 684 Business Analytics (3 credits)

Healthcare Process Management Electives

- MBI 645 E-Business (3 credits)
- MBI 647 ERP Business Process Analysis (3 credits)
- MHI 655 Healthcare Organizational Change Mgmt (3 credits)
- MHI 665 Healthcare Quality Systems (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 675 Enterprise Workflow Design and Reengineering (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)

Healthcare Cybersecurity Electives

- MBI 640 Data Communication and Network Security (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- CIT 580 Securing Computer Systems (3 credits)
- CIT 584 Network Security (3 credits)
- CIT 644 Web Security (3 credits)
- CSC 582 Computer Security (3 credits)
- CSC 682 Advanced Computer Security (3 credits)

Capstone (3 credit hours required)

Students will be required to take a capstone courses (MHI 682) in their final year. This course will consist of work and project experience on location within the healthcare industry. This will provide the student the opportunity for experience-based learning. Students who currently work in the healthcare industry will be allowed to develop a capstone experience in conjunction with their current employer, but must be pre-approved by the MHI Program Director and Capstone Coordinator.

Students are required to notify the MHI Program Director of their intentions to take a capstone at least 90 days prior to the start of the capstone semester. This requirement will allow time to place the student in an appropriate capstone course.

Electronic Portfolio

Students will be required to maintain a portfolio during the course of the program. The portfolio will reflect a student's work and development during her/his studies. The portfolio should reflect depth and competence as well as an ability to enter the workforce at a professional level. The portfolio will be reviewed and critiqued during a capstone seminar, where revisions and other improvements may also be required.

Joint Juris Doctor/Master of Business Informatics, J.D./M.B.I.

Introduction

A student entering the joint JD/MBI program is required to complete 108 credit hours, consisting of 81 hours in the College of Law and at least 27 hours in the College of Informatics. If the same student were to complete each degree separately, he or she would be required to take 90 credit hours in law and at least 30 in business informatics. Thus, the joint degree program allows the student to take 9 fewer law credit hours and 3 fewer informatics credit hours. This potentially could allow a student to complete the joint degree program as much as a year earlier.

Students currently enrolled in either the MBI or JD program may elect to pursue the joint degree if they comply with the admission requirements of each program.

Additional Admission Requirements

1. A total score of at least 450 on the GMAT or a combined score of 300 (1,000 prior to 2011) on the Graduate Record Examination (GRE).
2. An admissions formula total of at least:
 - 1,000 points based on the formula (200 x GPA on 4.0 scale) + GMAT
 - or**
 - 1,050 points based on the formula (200 x GPA on 4.0 scale for the last 60 semester hours) + GMAT **or** Minimum 2.5 GPA and 300 points on GRE with a minimum of 146 On Quantitative Reasoning and minimum of 145 on Verbal Reasoning
3. Current résumé.

Students applying to the joint JD/MBI may use the LSAT score in lieu of the GMAT or GRE. Check with the MBI office for current formula. Visit <http://chaselaw.nku.edu/futurestudents/jd/apply.html> to learn how to apply to the NKU Chase College of Law.

Informatics Curriculum

The business informatics (MBI) portion of this degree offers practical, hands-on experience and theoretical discussions of current and future trends in developing applications and managing corporate information systems. The purpose of the informatics courses is to provide students a good understanding of the information technology and information systems areas so as to incorporate them fully and practically into a legal environment.

The MBI program requires a competence in basic business courses or background. Additional foundation courses may be required for those students admitted to the program with a limited business or programming educational background. The requirement of these courses can be met based on undergraduate/graduate (transcribed) coursework completed or with professional experience.

Required (21 credit hours)

- MBI 625 Information Systems in Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 640 Data Communication and Network Security (3 credits)
- MBI 645 E-Business (3 credits)
- MBI 650 Information Technology Project Management (3 credits)
- MBI 685 Corporate IS Management (3 credits)

Electives (6 credit hours)

- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 655 Advanced Business Application Programming (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 660 Business Intelligence Development (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 673 Collaboration Software and Systems (3 credits)
- MBI 675 Enterprise Workflow Design and Reengineering (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)
- MBI 680 Global Information Technology and Systems (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- MBI 684 Business Analytics (3 credits)
- MBI 692 Information Systems Research (3 credits)
- MBI 694 Topics in Information Systems (1-3 credits)

Total Hours: 27

Law Curriculum

All students in the JD/MBI program must take all required law courses plus the following:

- Agency, Partnerships, and LLCs (3 credits) or Corporations (3 credits) or Business Organizations (4 credits)*
- Informatics and Cyberspace Law (3 credits)
- Information Privacy Law (3 credits)
- Intellectual Property Survey (3 credits)
- Tax-Basic Income Tax Concepts (3 credits)

- UCC: Sales and Secured Transactions (3 credits) or UCC: Payment Systems (3 credits)

Required Courses

For students matriculating at Chase on or after August 1, 2014, the required law courses (total of 44 credit hours) are the following:

- Basic Legal Research (2 credits)
- Basic Legal Writing (3 credits)
- Civil Procedure (4 credits)
- Constitutional Law I (3 credits)
- Constitutional Law II (3 credits)
- Contracts I (3 credits)
- Contracts II (2 credits)
- Criminal Law (3 credits)
- Criminal Procedure (3 credits)
- Evidence (4 credits)
- Legal Analysis and Problem Solving (1 credit)
- Professional Responsibility (3 credits)
- Property I (2 credits)
- Property II (3 credits)
- Torts I (3 credits)
- Torts II (2 credits)

*Students taking courses at both Chase and the College of Informatics prior to August 1, 2013 are required to take both Agency, Partnership and LLCs (3 credits) and Corporations (3 credits), or those students can take Business Organizations (4 credits), but these students are not required to take Information Privacy Law (3 credits) and Informatics and Cyberspace Law (3 credits). Students taking courses at both Chase and the College of Informatics on or after August 1, 2013 are required to take Agency, Partnership and LLCs (3 credits), Corporations (3 credits), or Business Organizations (4 credits), and are required to take Information Privacy Law (3 credits) and Informatics and Cyberspace Law (3 credits). The number of required credits is affected by these requirements.

Elective Courses

The additional hours needed to fulfill the total of 81 law school hours will be taken from other courses offered by the College of Law, all as elective hours in the joint degree program - whether those courses are offered as Core courses or as Elective courses in the regular law curriculum.

Note: The Core Curriculum will not apply to students in the joint degree program.

Advanced Writing Requirements

Students in the joint degree program shall fulfill both parts of the Advanced Writing Requirement.

Skills Training

Every student must pass at least three credit hours of professional skills training beyond the required curriculum. Courses that satisfy this requirement will be identified on the course notes that accompany registration instructions provided each semester.

Additional Information and Requirements

Students enrolled in the joint program should complete their first year of the JD program before beginning to take courses in the College of Informatics. Thereafter, students are encouraged to blend their classes each semester so that a student can gain a better understanding of the interplay between law and informatics.

Students enrolled in the joint degree program are advised to take these courses, as they are available: Patent Law and Patent Prosecution.

No more than 6 hours of credit from courses listed in the "18 Hour Rule" will apply to the 81 hours needed to fulfill the law hours in the joint degree program.

Minimum Law School Grade Point Average

Students in the joint degree program must maintain at least a 2.5 cumulative grade point average in all courses after their first 30 hours of law study and thereafter. Students who do not achieve this GPA will not be permitted to continue in the joint degree program but will be permitted to complete the law degree consistent with academic policies, standards, and requirements applicable to all other law students. The College of Informatics will determine whether that student may continue to pursue the MBI degree outside of the joint degree program.

Academic Standing

A student who fails to meet academic requirements of the College of Informatics but who satisfies the academic requirements of the College of Law will be permitted to continue to pursue his or her law degree. Such a student will be required to meet all of the academic requirements of students who are not in the joint degree program.

A student who fails to meet the academic requirements of the College of Law will not be permitted to continue pursuing the law portion of the joint degree. The College of Informatics will determine whether that student may continue to pursue the MBI degree.

Joint Juris Doctor/Master of Science in Health Informatics, J.D./M.H.I.

A student entering the joint JD/MHI program is required to complete 108 semester credit-hours, consisting of 78 hours in the College of Law and at least 30 hours in the College of Informatics. If the same student were to complete each degree separately, he or she would be required to take 90 credit-hours in law and at least 30 in Health Informatics. Thus, the joint degree program allows the student to take 12 fewer law credit-hours and 3 fewer MHI hours. This potentially would allow a student to complete the joint degree program as much as a year earlier.

Students currently enrolled in either the MHI or JD program may elect to pursue the joint degree if they comply with the admission requirements of each program.

Admission Requirements

Consideration for admission to the MHI program requires the following be submitted in addition to the application:

1. Official transcripts showing an earned baccalaureate degree from a regionally accredited college or university. Applicants who attended a university outside the United States must submit an evaluation of their transcript showing it is equivalent to a US four-year degree. As a criterion for full admission, applicants must have no less than a GPA of 3.0 on a 4.0 scale for either the last 60 semester hours of earned undergraduate credit or overall undergraduate credit hours. Applicants completing their undergraduate work at the time the application is submitted may be considered for provisional admission based in part on an official transcript of work completed thus far.
2. Official transcripts from all post-secondary work.
3. A standardized test score. Those acceptable are the Miller Analogies Test (MAT), Graduate Record Exam (GRE), Graduate Management Admission Test (GMAT) or admission to Chase College of Law with an approved LSAT score. Minimum acceptable scores vary by test and by version of test. Those holding a master's, Ph.D., or professional doctoral degree (e.g., M.D., D.D.S.) from a U.S. regionally accredited school are not required to submit standardized test scores.
4. A carefully drafted statement about your personal interests, career goals, and relevant background experience.
5. For students with a degree from outside the US and who are not native English speakers, a TOEFL score (minimum score of 550 paper version, 213 computer-based version, 79 iBT version) or IELTS score (minimum 6.5).
6. A statement addressing your proficiencies in the use of computer technologies.

Visit <http://chaselaw.nku.edu/futurestudents/jd/apply.html> to learn how to apply to NKU Chase College of Law.

Informatics Curriculum

The Master of Science in Health Informatics (MHI) portion of this degree is designed to expose students to the interaction and interdependencies of technology with other key elements in healthcare, including HIPAA compliance, JCAHO accreditation, FDA regulations, clinical decision support, evidence-based practices, and other organizational issues. This program addresses both areas of clinical informatics and health information systems, with a focus on the integration and interoperability of technology within this total environment. The graduates of this program will be able to analyze and understand the effects of the latest technologies on health care organizations, learn various clinical informatics data handling methods, and solve particular problems in the domain.

The required foundation courses provide broad technical skills as well as the organizational competencies required for success by MHI graduates. All courses are associated with specific learning outcomes and outcome assessment methodologies. Students without an adequate academic or work background in health care will be required to take the language and

culture of medicine class in addition to the 30 credits required for the joint degree.

Required Core Courses (21 credit hours)

NOTE: Students with an academic background in technology or clinical medicine may petition to waive a single foundation course and replace it with an elective; approval is based upon the assessment of the graduate program director.

- MHI 600 Introduction to Healthcare Operations (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)
- MHI 625 IS in Healthcare Organizations (3 credits)
- MHI 650 Evidence-Based Health Care Methods (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 650 Information Technology Project Management (3 credits)

Electives (9 credit hours)

Students are required to take a minimum of 9 hours in elective courses. The following courses are pre-approved; students can submit for approval any graduate level course offered at NKU to which health informatics can be applied.

Note: the MHI electives are updated often with courses from the College of Health Professions, College of Informatics, and College of Business. Students should check with graduate program director for year-to-year changes.

- MHI 655 Healthcare Organizational Change Mgmt (3 credits)
- MHI 665 Healthcare Quality Systems (3 credits)
- MBI 615 Analytical Tools in Business Informatics (3 credits)
- MBI 620 Strategic Leadership for Informatics (3 credits)
- MBI 640 Data Communication and Network Security (3 credits)
- MBI 645 E-Business (3 credits)
- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 660 Business Intelligence Development (3 credits)
- MBI 662 Decision Analysis (3 credits)
- MBI 664 Data Visualization and Analytics (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- MBI 684 Business Analytics (3 credits)
- CIT 580 Securing Computer Systems (3 credits)
- CIT 584 Network Security (3 credits)

- CIT 644 Web Security (3 credits)
- COM 655 Health Communication (3 credits)
- CSC 582 Computer Security (3 credits)
- CSC 670 Social Implications of Computing (3 credits)
- CSC 682 Advanced Computer Security (3 credits)

Law Curriculum

All students in the JD/MHI program must take all required law courses plus the following:

- Corporations (3 credits) or Business Organizations (4 credits) *
- Healthcare Law (3 credits)
- Informatics and Cyberspace Law (3 credits)
- Information Privacy Law (3 credits)
- Intellectual Property Survey (3 credits)

Required Courses

For students matriculating at Chase on or after August 1, 2014, the required law courses (total of 44 credit hours) are the following:

- Basic Legal Research (2 credits)
- Basic Legal Writing (3 credits)
- Civil Procedure (4 credits)
- Constitutional Law I (3 credits)
- Constitutional Law II (3 credits)
- Contracts I (3 credits)
- Contracts II (2 credits)
- Criminal Law (3 credits)
- Criminal Procedure (3 credits)
- Evidence (4 credits)
- Legal Analysis and Problem Solving (1 credit)
- Professional Responsibility (3 credits)
- Property I (2 credits)
- Property II (3 credits)
- Torts I (3 credits)
- Torts II (2 credits)

*Students taking courses at both Chase and the College of Informatics prior to August 1, 2013 are required to take Tax-Basic Income Tax Concepts but are not required to take Information Privacy Law and Informatics and Cyberspace Law. Students doing so on or after August 1, 2013 are not required to take Tax-Basic Income Tax Concepts. Instead, they are required to take Information Privacy Law and Informatics and Cyberspace Law. The number of required credits is affected by these requirements.

Elective Courses

The additional hours needed to fulfill the total of 78 law school hours will be taken from other courses offered by the College of Law, all as elective hours in the joint degree program - whether those courses are offered as Core courses or as Elective courses in the regular law curriculum.

Note: The Core Curriculum will not apply to students in the joint degree program. Students receiving credit for MGT 670 may not also receive credit for Law 972: Alternative Dispute Resolution.

Advanced Writing Requirements

Students in the joint degree program shall fulfill both parts of the Advanced Writing Requirement.

Skills Training

Every student must pass at least three credit hours of professional skills training beyond the required curriculum. Courses that satisfy this requirement will be identified on the course notes that accompany registration instructions provided each semester.

Additional Information and Requirements

Students enrolled in the joint program should complete their first year of the JD program before beginning to take courses in the College of Informatics. Thereafter, students are encouraged to blend their classes each semester so that a student can gain a better understanding of the interplay between law and informatics.

Students enrolled in the joint degree program are advised to take these courses, as they are available: Patent Law and Patent Prosecution.

No more than 6 hours of credit from courses listed in the "18 Hour Rule" will apply to the 78 hours needed to fulfill the law hours in the joint degree program.

Minimum Law School Grade Point Average

Students in the joint degree program must maintain at least a 2.5 cumulative grade point average in all courses after their first 30 hours of law study and thereafter. Students who do not achieve this GPA will not be permitted to continue in the joint degree program but will be permitted to complete the law degree consistent with academic policies, standards, and requirements applicable to all other law students. The College of Informatics will determine whether that student may continue to pursue the MHI degree outside of the joint degree program.

Academic Standing

A student who fails to meet academic requirements of the College of Informatics but who satisfies the academic requirements of the College of Law will be permitted to continue to pursue his or her law degree. Such a student will be required to meet all of the academic requirements of students who are not in the joint degree program.

A student who fails to meet the academic requirements of the College of Law will not be permitted to continue pursuing the law portion of the joint degree. The College of Informatics will determine whether that student may continue to pursue the MHI degree.

Business Informatics Certificate

Frank Braun, D.M., Department Chair

Ben Martz, Ph.D., Graduate Program Director

The Business Informatics Certificate is composed of six courses (18 credit hours) from the foundation and core of the MBI program. It offers an alternative to students not wishing to complete the entire MBI program. Graduates of the Business Informatics Certificate program will be prepared for a wide variety of business-related career paths. Opportunities would include many mid or upper level management positions in business or technology consulting firms, technology support functions, commercial lending institutions, private equity firms, and health care organizations.

Admission Requirements

Prospective students must hold a bachelor's degree from a regionally accredited institution with an overall minimum undergraduate GPA of 2.5. For prior undergraduate core coursework, a grade of "B" or better must be earned for core course waiver consideration. Prior graduate coursework must be at least a 3.0 GPA out of 4.0 from a regionally accredited institution for evaluation of transfer credit applied to the certificate.

Note: If students wish apply to the MBI program, the GMAT requirement will be waived for those students that have successfully completed four courses within the Business Informatics Certificate with a GPA of 3.5 or higher. MBI program degree requirements apply (foundation courses do not count toward the Master of Business Informatics degree).

Foundation Courses (6 credit hours)

- MBI 615 Analytical Tools in Business Informatics (3 credits)
- MBI 620 Strategic Leadership for Informatics (3 credits)

Electives (12 credit hours)

- MBI 625 Information Systems in Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 650 Information Technology Project Management (3 credits)

Total Hours: 18

Alternative course options

(For prior foundation coursework):

- MBI 640 Data Communication and Network Security (3 credits)
- MBI 645 E-Business (3 credits)
- MBI 655 Advanced Business Application Programming (3 credits)
- MBI 660 Business Intelligence Development (3 credits)

- MBI 664 Data Visualization and Analytics (3 credits)
- MBI 665 Knowledge Management and Decision Support (3 credits)
- MBI 673 Collaboration Software and Systems (3 credits)
- MBI 675 Enterprise Workflow Design and Reengineering (3 credits)
- MBI 680 Global Information Technology and Systems (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- MBI 684 Business Analytics (3 credits)
- MBI 692 Information Systems Research (3 credits)
- MBI 694 Topics in Information Systems (1-3 credits)

Corporate Information Security Certificate

Frank Braun, D.M., Department Chair

Ben Martz, Ph.D., Graduate Program Director

The Corporate Information Security Certificate is an interdisciplinary program. Coverage includes inspection and protection of information assets, risk analysis, controls and management, threat detection and reaction, incident handling procedures, technical and managerial responses and an overview of the information security planning and staffing functions. The Internet has opened many opportunities for organizations; however, it has also facilitated new and growing threats to corporate information assets. Internally, employee actions either deliberate or through negligence can now cause more damage in a networked environment than ever before. In addition, corporate information handling procedures are now under much greater scrutiny by regulatory bodies especially in the medical and financial sectors. This has been fueled by such laws as Sarbanes-Oxley, HIPAA and Gramm-Leach-Bliley. Therefore, corporate information security professionals require a wide range of knowledge and skills such as the need to know the laws and regulations governing privacy, to identify and assess information risks and vulnerabilities, to implement cost effective controls to mitigate these risks, to know how to apply policies and procedures that protect information assets, and to evaluate and deploy technologies that defend information assets from attack.

The graduate certificate requires 18 hours of coursework selected from business informatics and computer science.

Purpose

This program helps prepare students to successfully complete various professional certification examinations, including the CISSP (Certified Information Systems Security Professional); CISA (Certified Information Security Auditor); or, the CISM (Certified Information Security Manager). The certificate program provides the in-depth and up-to-date knowledge to perform a variety of roles as an information security professional within an organization.

Admission

Regular Admission

Applicants are eligible for regular admission if they have completed all university admission requirements and prerequisites, including the submission of transcripts showing a bachelor's degree with the required GPA.

Academic Requirements

Completion of the CIS certificate requires satisfactory completion of the following courses:

Required core courses (15 credit hours)

- MBI 625 Information Systems in Organizations (3 credits)
- MBI 640 Data Communication and Network Security (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- CIT 500 Information Technology Fundamentals (3 credits)
- CIT 580 Securing Computer Systems (3 credits)

Electives (select one for 3 credit hours)

- CIT 530 Computer Forensics (3 credits)
- CIT 581 Cybersecurity Capstone (3 credits)
- CIT 644 Web Security (3 credits)

Total Hours: 18

Note: If students wish apply to the MBI program, the GMAT requirement will be waived for those students that have successfully completed four courses within the Corporate Information Security Certificate with a GPA of 3.5 or higher. MBI program degree requirements apply.

Enterprise Resource Planning Certificate

Frank Braun, D.M., Department Chair

Ben Martz, Ph.D., Graduate Program Director

The Enterprise Resource Planning Certificate is composed of four classes (12 credit hours) from within the MBI program. It offers an alternative to students not wishing to complete the entire MBI program. Graduates with the Enterprise Resource Planning Certificate program will be prepared for a wide variety of business-related career paths that use enterprise resource applications. Opportunities would include many positions in business that used or were looking to use Enterprise Applications. The Business Informatics Department is a member of the SAP University Alliance Program. This entails the use of the SAP software system to complement academic curricula in ERPs. SAP America, Inc. is the world leader in enterprise business software systems and established its University Alliance Program specifically to increase the supply of ERP/SAP technically qualified persons in the marketplace.

Admission Requirements

Prospective students must hold a bachelor's degree from a regionally accredited institution with an overall minimum undergraduate GPA of 2.5 and at least 3.0 on all graduate work that may apply to the certificate. Students must meet at least one of the following admission criteria:

1. Meet the requirements for admission to the MBI program;
2. Be admitted to the MBI program;
3. Have completed a prior graduate degree;
4. Have two years' relevant professional experience following the completion of a bachelor's degree.

If certificate holders apply to the MBI program, they must meet all MBI admission criteria to be admitted.

Required Course (3 credit hours):

- MBI 685 Corporate IS Management (3 credits)

Electives (9 credit hours):

- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 660 Business Intelligence Development (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)

Total Hours: 12

Health Informatics Certificate

Frank Braun, D.M., Department Chair

Tam McCreless, Ph.D., Graduate Program Director

The Health Informatics program offers a Certificate in Health Informatics as a graduate-level certificate. Students must have completed a bachelor's degree to qualify for the program. The certificate program consists of 18 credits (6 courses) taken from within the core courses for the Masters of Science in Health Informatics. Students are required to take MHI 600 Introduction to Healthcare Operations, MHI 601 Technical Foundations of Health Informatics, and MHI 625 IS in Healthcare Organizations (or MBI 625), then select three courses from the remaining elective or core MHI courses in order to fulfill the certificate requirements.

Health Informatics Certificate Admission Requirements

Prospective students must:

1. Hold a bachelor's degree from a regionally accredited institution and meet at least one of the following admission criteria:
 - An overall minimum undergraduate GPA of 2.5,
 - A minimum 2.5 GPA for the last 60 credit hours of the undergraduate degree,

2. Completed a prior graduate degree with at least a 3.0 GPA
3. A carefully drafted statement about your personal interests, career goals, and relevant background experience.
4. A statement addressing your proficiencies in the use of computer technologies.

If certificate holders apply to the Master of Science in Health Informatics program, they must meet all MHI admission criteria to be admitted.

Required courses (9 credit hours):

- MHI 600 Introduction to Healthcare Operations (3 credits)
- MHI 601 Technical Foundations of Health Informatics (3 credits)
- MHI 625 IS in Healthcare Organizations (3 credits)
- Electives (Choose from 9 credit hours):
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 635 Database Management Systems (3 credits)
- MBI 650 Information Technology Project Management (3 credits)
- MHI 650 Evidence-Based Health Care Methods (3 credits)

Total Hours: 18

Department of Communication

Location: Griffin Hall 400

Telephone: 859-572-5435

Fax: 859-572-6187

Email Address: communication@nku.edu

Web Address: <https://informatics.nku.edu/communication.html>

Department Chair: Zachary Hart

The Department of Communication fosters an integrated approach to the study and practice of communication and emphasizes the fundamental role communication plays in virtually all human endeavors.

In addition to the Master of Arts in Communication, the department offers two post-baccalaureate certificates (Public Relations and Communication Teaching) and five undergraduate majors (communication studies, electronic media and broadcasting, journalism, media informatics, and public relations). Our courses promote an understanding of communication principles and theories as well as an awareness of the personal, social, psychological, and cultural impacts of communication. Our courses also emphasize situational analysis, issue identification, problem solving, message construction, storytelling, and effective presentation.

Communication, M.A.

Zachary Hart, Ph.D., Department Chair

Stephanie Klatzke, Ph.D. & Mark Leeman, Ph.D., Graduate Program Directors

Introduction

The focus of the Master of Arts in Communication program is applied, professional, organizational or corporate communication, designed for and especially appropriate for students seeking a terminal degree for various professions (some students may decide to pursue doctoral education in communication after completing the MA in Communication). The Master of Arts in Communication offers graduate students the opportunity to apply theory and research in various ways, which may include analyzing and evaluating the impact of communication on society, engaging in basic and applied research, developing and conducting persuasive campaigns, preparing for teaching at the college level, preparing for additional graduate research/education, creating media and communication programming, evaluating various forms of discourse, and developing the ability to manage the communication function in organizations.

The program is appropriate for students who want to develop an advanced understanding of communication theories and applications and want to do so through an intensive educational experience in small and highly participative classes and in directed individualized research projects with faculty members. The program is accessible and conveniently scheduled for full-time professionals in the metropolitan region as well as full-time graduate students.

Graduates of the program may choose to further their graduate education, apply their research, enhance their professional development in organizations, or teach basic communication in post-secondary institutions.

Office of the Master of Arts in Communication Program

The MA in Communication Program is administered by the Department of Communication, located in 400 Griffin Hall. For additional information, visit <http://informatics.nku.edu/departments/communication/master-of-arts-in-communication.html> or call Dr. Stephanie Klatzke, MA in Communication graduate program director, Griffin Hall room 432, at (859) 572-6903. Conversations and campus tours can be arranged with the graduate program directors or graduate assistant. E-mail inquiries may be sent to macomm@nku.edu or klatzkes1@nku.edu. Once admitted to the program, graduate students must be advised by the graduate program director to register for classes.

Admission Requirements

In order to be considered for regular admission to the M.A. in Communication program, applicants will need:

1. An online application for graduate admission to Northern Kentucky University (apply.nku.edu).
2. A bachelor's degree at a regionally accredited institution with a grade point average (GPA) of at least 3.0 or higher on a 4.0 scale.

3. Previous graduate work with a grade point average (GPA) of at least 3.0 or higher on a 4.0 scale.
4. Official transcripts for all undergraduate and graduate work, including all work transferred into other institutions.
5. Submission of scores from the general test of the Graduate Record Exam (GRE).
6. A 500-word statement of interest explaining why you seek to earn a Master's in Communication at Northern Kentucky University.
7. Three letters of recommendation (specifically explaining your academic preparation and potential for success in graduate study) and completed NKU Graduate Education reference forms. These may be found at <http://gradschool.nku.edu/admissions/application-forms.html>. The letters should be addressed to Dr. Stephanie Klatzke and should be sent by the person recommending you directly to Northern Kentucky University, Office of Graduate Education, AC 302, Nunn Drive, Highland Heights, KY 41099 or emailed to graduate@nku.edu.

Application Process

Once application materials are submitted to the Office of Graduate Education, files are forwarded to the communication graduate program director and reviewed. The priority deadline for receipt of materials for regular admission is February 1 to begin in the fall semester; however, applications will be reviewed for regular admission on a rolling basis throughout the year, and as long as the program can accommodate outstanding students they will be accepted. Students may apply to begin in any of three semesters (August, January or May). Students interested in attending graduate school full-time (3-4 courses per term) may apply for a graduate assistantship which typically includes tuition remission and a stipend for 20 hours of work per week. Applications are available at <http://jobs.nku.edu> under student employment (graduate assistant positions). Graduate assistants will be selected on a competitive basis by the graduate program director.

Curriculum

Graduate Study in Communication

- COM 500 Communication Proseminar (3 credits)

Theory/Method

- COM 601 Communication Theory (3 credits)
- COM 602 Quantitative Research Methods (3 credits)
- COM 687 Qualitative Research Methods (3 credits)

Communication and Contexts

- COM 604 Organizational Communication (3 credits)
- COM 620 Interpersonal Communication (3 credits)

Electives (9-15 hours depending on exit option)

Students may take two courses outside of the communication department only with the prior approval of the graduate program director.

- COM 520 Relational Communication (3 credits)
- COM 550 Digital Media (3 credits)
- COM 560 Rhetorical Criticism (3 credits)
- COM 571 Critical Ethnography (3 credits)
- COM 575 Intercultural Communication (3 credits)
- COM 580 Sexuality and Communication (3 credits)
- COM 594 Intermediate Topics in Communication (3 credits)
- COM 603 Business Communication (3 credits)
- COM 621 Communication Pedagogy (3 credits)
- COM 622 Family Communication (3 credits)
- COM 624 Gender and Communication (3 credits)
- COM 625 Issues in Communication Pedagogy (3 credits)
- COM 630 Communication Ethics (3 credits)
- COM 631 Communication Law (3 credits)
- COM 640 Persuasion (3 credits)
- COM 655 Health Communication (3 credits)
- COM 671 Media Criticism (3 credits)
- COM 672 Documentary Production (3 credits)
- COM 675 Public Relations (3 credits)
- COM 677 Organizational Culture and Identity (3 credits)
- COM 678 Public Relations Account Management (3 credits)
- COM 679 Public Relations: Project Management (3 credits)
- COM 685 Language and Social Interaction: Theory and Method (3 credits)
- COM 692 Directed Research in Communication (3 credits)
- COM 694 Topics: Communications (3 credits)
- COM 696 Graduate Internship in Communication (1-6 credits)
- COM 700 Social Informatics (3 credits)
- COM 750 Theories and Concepts of Cultural Studies (3 credits)
- Capstone Experience
- COM 791 Comprehensive Examinations (0-1 credits)
- **OR**
- COM 793 Applied Capstone Project (1-6 credits)
- **OR**
- COM 797 Thesis (1-6 credits)

Total Minimum Hours: 33

Students who have completed six Thesis or Applied Capstone Project hours and have not graduated must enroll in at least

one hour of Continuing Capstone Project (COM 798) or Comprehensive Examinations (COM 791) every semester until graduation.

Program Requirements

1. Satisfy degree requirements-required courses, a successfully completed capstone experience, and a minimum of 33 semester hours with a GPA of at least 3.0.
2. No more than six hours of C grades.
3. Students may take up to six hours of elective courses outside of the COM courses.
4. Students may take twelve credit hours at the 500-level to complete MA in Communication degree requirements

Communication Teaching Certificate

Zachary Hart, Ph.D., Department Chair

Stephanie Klatzke, Ph.D. & Mark Leeman, Ph.D., Graduate Program Directors

The communication teaching certificate is an 18 hour program designed for students who have already earned a master's degree or those who are working toward their degree. For those students who are working toward their degree only 1 additional course beyond the required 33 hours is needed to obtain this certificate. By obtaining this certificate, students will meet the current eligibility standards to teach in colleges accredited by SACS to teach communication at the collegiate level. This will allow students to obtain positions as adjunct teachers, lecturers, and teaching assistants for those who choose to apply to a Ph.D. program.

This graduate level certificate primarily focuses on establishing the communication understandings and skills needed to teach courses covering communication content at the collegiate level. More specifically, students will be able to explore interests in communication, work with instructors who are currently teaching communication, improve communication skills relevant to teaching, understand a variety of teaching and learning methods and concepts through a communicative perspective, gain knowledge on communication theory, and engage in current academic research and trends in the field. Finally, the concepts gained will also allow practical communication skills that are versatile and applicable to a variety of personal and professional situations.

This certificate will provide students with an in-depth knowledge of at least two areas of communication, provide them with an understanding of topics and concepts appropriate for the communication classroom, and offer hands-on development of communication teaching methods from current communication teachers.

Required (12 hours)

- COM 601 Communication Theory (3 credits)
- COM 621 Communication Pedagogy (3 credits)
- COM 625 Issues in Communication Pedagogy (3 credits)

- COM 680 Communication Teaching Practicum (3 credits)

Electives (6 hours constituting two areas of teaching specialty)

Specialty Area A: Public Speaking

- COM 640 Persuasion (3 credits)
- OR
- COM 560 Rhetorical Criticism (3 credits)

Specialty Area B: Media Literacy

- COM 671 Media Criticism (3 credits)

Specialty Area C: Interpersonal Communication

- COM 620 Interpersonal Communication (3 credits)
- OR
- COM 520 Relational Communication (3 credits)

Specialty Area D: Organizational Communication

- COM 604 Organizational Communication (3 credits)
- OR
- COM 677 Organizational Culture and Identity (3 credits)

Specialty Area E: Public Relations

- COM 675 Public Relations (3 credits)

Total Certificate Hours: 18

Note: COM 680 will not be for general MA in Communication credit. It is a unique class that exclusively applies to the Communication Teaching Certificate.

Public Relations Certificate

Zachary Hart, Ph.D., Department Chair

Stephanie Klatzke, Ph.D. & Mark Leeman, Ph.D., Graduate Program Directors

The public relations certificate is an 18 hour certificate program that results in a stand-alone certificate enhancing understanding of public relations theory and practice or that can serve as an embedded certificate in the Master of Arts in Communication degree. The certificate is composed of nine hours of required coursework and nine hours of selective electives, all of which can be counted toward a master's degree in communication.

The public relations certificate is designed to provide students with the knowledge, skills, and competencies to better understand and perform in areas of public relations and is geared toward teaching students how to apply this knowledge to the workplace and society.

The certificate allows analysis of public relations case studies, practice in consulting, public relations campaigns, event planning, and other applied public relations practices. This certificate provides students with the opportunity to enact civic engagement, learn about digital technology, and promote understanding of the relationships between organizations and their publics.

Required (9 credit hours)

- COM 675 Public Relations (3 credits)
- COM 602 Quantitative Research Methods (3 credits)
OR
- COM 687 Qualitative Research Methods (3 credits)
- COM 640 Persuasion (3 credits)
OR
- COM 678 Public Relations Account Management (3 credits)

Electives (You may choose 9 credit hours from the following)

- COM 550 Digital Media (3 credits)
- COM 560 Rhetorical Criticism (3 credits)
OR
- COM 671 Media Criticism (3 credits)
- COM 603 Business Communication (3 credits)
- COM 604 Organizational Communication (3 credits)
- COM 631 Communication Law (3 credits)
- COM 640 Persuasion (3 credits)
- COM 655 Health Communication (3 credits)
- COM 677 Organizational Culture and Identity (3 credits)
- COM 678 Public Relations Account Management (3 credits)
- COM 700 Social Informatics (3 credits)
- ENG 636 Issues in Professional Writing (3 credits)

Total Hours: 18

Special Topics courses in Public Relations as available and applicable may also be used as electives.

Department of Computer Science

Location: Griffin Hall 400

Telephone: 859-572-6930

Email Address: cs@nku.edu

Web Address: <http://cs.nku.edu>

Interim Department Chair: Maureen Doyle

Other Key Personnel:

Program Director for Master of Science in Computer Information Technology: Marius Truta

Program Director for Master of Science in Computer Science: Wei Hao

Department Coordinator: A.J. Miller

Computer Information Technology, M.S.

Maureen Doyle, Ph.D., Interim Department Chair

Traian Marius Truta, Ph.D., Graduate Program Director

Purpose

The Master of Science in Computer Information Technology (MSCIT) program is centered firmly on information technology (IT) principles and technologies. Although students will develop advanced skills in specific IT technologies, the primary focus is not on technology training but on cultivating deep insights into contemporary IT, so that graduates of the MSCIT program can have a broader impact on the IT workplace moving beyond mere doing, to teach, lead, and create. Although most of the classes are IT oriented, this graduate program also has an interdisciplinary orientation and students can take elective classes from related areas such as: business informatics, communication, and computer science.

The MSCIT program is designed for students with various backgrounds such as students with bachelor degrees in IT who want to refine and consolidate their knowledge, or seek an advanced degree for career enhancement and students with different bachelor degrees (other than IT), with various levels of IT experience, who understand the increased demand for IT occupations and want to shift their career path, or simply want to have a deep understanding of various IT areas. The MSCIT program is accessible and conveniently scheduled for full-time professionals in the metropolitan region. Classes are offered in the evenings and on weekends.

Office of the MSCIT Program

The MSCIT program is administered by the Department of Computer Science, located in 400 Griffin Hall. For additional information visit mscit.nku.edu, call or e-mail Dr. Traian Marius Truta, MSCIT Graduate Program Director, at 859- 572-7551 or mscit@nku.edu.

Admission

Regular Admission

Applications for the MSCIT program are accepted for all semesters. In addition to the requirements of the NKU Office of Graduate Education (a bachelor's degree from a regionally accredited institution, an undergraduate GPA of at least 2.5, a GPA of at least 3.0 in any graduate work in the same field, demonstration of English proficiency for non-native English speakers, a graduate application submitted with the application fee, and official transcripts; see current catalog for detailed information) the following are required for a regular admission to the MSCIT program:

1. A current resume.
2. A one-page statement of IT background experience, career goals, and relevant personal interests.
3. Score reports from the general test of the Graduate Record Examination (GRE). This GRE requirement will be waived if the applicant has earned one of the following:

- a bachelor's degree in a science, technology, engineering, or mathematics (STEM) field, with a GPA of 3.0; or
- a previous graduate degree from regionally accredited institution; or
- 12 hours of graduate work at a regionally accredited institution with at least 3.5 GPA.

Although scores make up only one factor in the admissions process, it is anticipated that successful applicants will have scores of at least the following:

Verbal: 148 Quantitative: 148 Analytical Writing: 3.5

Comparable GMAT scores may also be acceptable. The GRE/GMAT code for NKU is 1574.

While not required, recommendation letters (at most two) from individuals qualified to comment on your potential success in both a graduate program and in the MSCIT program are encouraged.

Provisional and Conditional Admission

A student who is unable to provide one of the required admissions documents prior to the start of classes, under certain restrictions, may be granted *provisional admission* by the MSCIT Admission Committee.

Students who do not satisfy one or more of the requirements are advised to contact the MSCIT Graduate Program Director. Under certain restrictions, *conditional admission* may be possible.

Application Process

Students should submit applications and direct all transcripts and GRE score reports to Northern Kentucky University, Office of Graduate Education, AC 302, Nunn Drive, Highland Heights, KY 41099. Deadlines for receipt of materials are: August 1 for fall semester, December 1 for spring semester, and May 1 for summer session. The deadlines for international students are June 1 for fall semester and October 1 for spring semester. All applicants with transcripts from outside the U.S. must have those transcripts evaluated course by course by an approved foreign education evaluation service. These must be submitted along with original or certified copies of the transcripts.

Academic Requirements

To earn a Master of Science in Computer Information Technology, students are required to complete:

1. A minimum of 30 graduate credits.
2. 6 credits in Required Intermediate Core Classes. These classes will be waived if taken as an undergraduate.
3. 12 credits in Required Advanced Core Classes.
4. At least 18 credits in Elective Classes from which a minimum of nine credits must be in Advanced Electives (600 level classes).
5. At least 21 credits in CIT classes from which a minimum of 15 credits must be CIT 600-level classes

(these credits include Intermediate Core, Advanced Core and Elective Classes).

6. The students without the necessary IT background will be required to take one or two of the available Bridge Classes.

Bridge Courses

Some students entering the MSCIT program may not have the necessary undergraduate background for advanced coursework in Computer Information Technology. The bridge courses will offer an intensive review of IT fundamental domains such as: UNIX, system administration, elements of security, databases, and networks, scripting and web programming, etc. The required courses in this category will be determined, after review of transcripts and consultation with the student, by the MSCIT Admission Committee.

- CIT 500 Information Technology Fundamentals (3 credits)
- CIT 501 Scripting (3 credits)

Intermediate Core Courses

The following two courses are required if they have not already been completed at the undergraduate level. These courses may be waived by the MSCIT Admission Committee, after review of all transcripts and consultation with the student.

- CIT 547 Network Design/Troubleshooting (3 credits)
- CIT 572 Database Administration (3 credits)

Advanced Core Courses

The following four courses are all required.

- CIT 668 System Architecture (3 credits)
- CIT 672 Advanced Database Administration (3 credits)
- CIT 693 Best Practices in Information Technology Seminar (3 credits)
- MBI 650 Information Technology Project Management (3 credits)

Total Hours: 12

Elective Courses

Students must take at least 18 credit hours of the courses below, at least nine credit hours of which must be from the Advanced Elective Classes (600 level). Out of those nine credit hours of Advanced Electives, at least six credit hours must be from the CIT 600-level Advanced Electives classes. All of these courses must be taken in graduate status. No more than six combined hours of CIT 599 and CIT 699 may be counted toward the degree.

Intermediate Elective Courses

- CIT 530 Computer Forensics (3 credits)
- CIT 536 Web Server Administration (3 credits)

- CIT 551 Advanced Windows System Administration (3 credits)
- CIT 565 Storage Administration (3 credits)
- CIT 570 Advanced Network and System Administration (3 credits)
- CIT 580 Securing Computer Systems (3 credits)
- CIT 581 Cybersecurity Capstone (3 credits)
- CIT 583 Scripting II (3 credits)
- CIT 584 Network Security (3 credits)
- CIT 594 Intermediate Graduate Topics: Computer Information Technology (1-3 credits)
- CIT 599 Intermediate Independent Study (1-3 credits)
- CSC 507 Concepts of Programming Languages (3 credits)
- CSC 515 Android Mobile App Development (3 credits)
- CSC 516 iOS Mobile App Development (3 credits)
- CSC 533 Computer Networks (3 credits)
- CSC 550 Database Management Systems (3 credits)
- CSC 556 Advanced Web Application Development (3 credits)
- CSC 582 Computer Security (3 credits)
- GEO 518 Geographic Information Analysis (3 credits)
- GEO 519 Advanced Remote Sensing (3 credits)
- GEO 552 Spatial Data Bases (3 credits)

Advanced Elective Courses (at least nine credit hours)

- CIT 630 Advanced Computer Forensics (3 credits)
- CIT 637 Wireless Networks (3 credits)
- CIT 644 Web Security (3 credits)
- CIT 661 Routing (3 credits)
- CIT 677 Data Mining Tools and Techniques (3 credits)
- CIT 694 Advanced Graduate Topics: Computer Information Technology (1-3 credits)
- CIT 699 Advanced Independent Study (1-3 credits)
- CSC 645 Software Interface Design and Human Factor (3 credits)
- CSC 670 Social Implications of Computing (3 credits)
- CSC 682 Advanced Computer Security (3 credits)
- COM 700 Social Informatics (3 credits)
- MBI 625 Information Systems in Organizations (3 credits)
- MBI 630 Systems Analysis and Design (3 credits)
- MBI 640 Data Communication and Network Security (3 credits)
- MBI 645 E-Business (3 credits)
- MBI 647 ERP Business Process Analysis (3 credits)
- MBI 657 ERP Business Process Integration (3 credits)
- MBI 675 Enterprise Workflow Design and Reengineering (3 credits)
- MBI 677 ERP Programming for SAP (3 credits)
- MBI 680 Global Information Technology and Systems (3 credits)
- MBI 682 Information Security and Governance (3 credits)
- MBI 685 Corporate IS Management (3 credits)

Total Hours: 18

Internship Option

With prior approval of the MSCIT Director, one 3 credit hour elective class (advanced or intermediate) may be substituted by 6 credit hours of internship (CIT 596 - CIT Practicum). These credits can be taken in multiple semesters.

Transfer Credit

Students may transfer up to nine semester hours of appropriate, acceptable graduate coursework from other institutions.

Computer Science, M.S.

Maureen Doyle, Ph.D., Interim Department Chair

Wei Hao, Ph.D., Graduate Program Director

Purpose

The purpose of the Master of Science in Computer Science (MSCS) program is to educate professionals to bring a high level of creativity, skill, knowledge, and judgment to bear on the increasingly dynamic and exciting challenges in the computer science profession. The curriculum is a combination of:

- Studies of the enduring principles of computer science
- Critical examination of the ideas behind new trends in software technology and software engineering
- Programming experience covering modern software engineering practices

The MSCS program is aimed at those who wish to update and deepen their expertise in the craft and science of software engineering or who wish to study the current state of computer science at an advanced level. The program is designed for part-time students attending classes in the evening and on weekends.

Office of the MSCS Program

The MSCS program is administered by the Department of Computer Science, located in GH 400. For additional information visit mscs.nku.edu or contact Dr. Wei Hao, MSCS director, at (859) 572-5659 or haow1@nku.edu.

Admission

Regular Admission

In addition to the requirements for graduate admission to NKU, the following are required for regular admission to the MSCS program:

1. A bachelor's degree at a regionally accredited institution.
2. An undergraduate grade-point average (GPA) of at least 3.0 on a 4.0 scale in computer science and mathematics courses.
3. One year of calculus and a course in discrete mathematics.

Students are required to take the GRE unless they have a 3.0 GPA in computer science and mathematics courses and a bachelor's degree in a science, technology, engineering, or mathematics (STEM) field. Although scores make up only

one factor in the admissions process, it is anticipated that successful applicants will have scores of at least the following:

- Verbal: 153
- Quantitative: 146
- Analytical Writing: 3.5

Comparable GMAT scores may also be acceptable. The GRE code for NKU is 1574. Although not required, applicants with professional experience are encouraged to submit their resume.

Admitted students who do not have an adequate computer science background will be required to complete CSC 500 (Object Oriented Programming) and/or CSC 501 (Data Structures and Computer Systems).

Provisional and Conditional Admission

A student who is unable to provide one of the required admissions documents prior to the start of classes, under certain restrictions, may be granted provisional admission by the MSCS Admissions Committee.

Applicants with a bachelor's degree who have a GPA below 3.0 but above 2.6 may be admitted under conditional status. Applicants who do not have an adequate math background may also be admitted conditionally and will be required to complete MAT 129 (Calculus I) and/or MAT 229 (Calculus II) and/or MAT 385 (Discrete Math).

Application Process

Students can apply online at <http://apply.nku.edu>. All transcripts, GRE score reports and optional resume should be sent to Northern Kentucky University, Office of Graduate Education, Nunn Drive, Highland Heights, KY 41099. Deadlines for receipt of materials are: August 1 for fall semester, December 1 for spring semester, and May 1 for summer session. All applicants with transcripts from outside the U.S. must have those transcripts evaluated course by course by an approved foreign education evaluation service. These must be submitted along with original or certified copies of the transcripts.

Academic Requirements

The Master of Science program in Computer Science consists of the following components:

1. An intermediate core which builds a foundation for master's-level study. Many of these classes are cross-listed variants of senior-level undergraduate classes, and students who have had the equivalents of these courses may have them waived.
2. An advanced core which covers the central areas of computer science in depth, with a strong slant toward the needs of software engineers.
3. A set of elective courses to add breadth to the program at the intermediate and advanced level.
4. A thesis option for students who wish to pursue a research topic in depth; see section IV below.
5. A minimum of 30 credit hours is required to earn the MS degree.

Intermediate Core Courses (15 credit hours)

A student must complete all of the following courses, or have them waived due to equivalent upper-level undergraduate work.

- CSC 502 Advanced Programming Methods (3 credits)
- CSC 540 Software Engineering (3 credits)
- CSC 560 Operating Systems (3 credits)
- CSC 564 Design and Analysis of Algorithms (3 credits)
- CSC 585 Theory of Computation (3 credits)

Advanced Core Courses (12 credit hours)

A student must complete all of the following courses.

- CSC 601 Advanced Programming Workshop (3 credits)
- CSC 640 Advanced Software Engineering (3 credits)
- CSC 660 Advanced Operating Systems (3 credits)
- CSC 685 Logic and Computation (3 credits)

Elective Courses (9 -15 Credit Hours)

A student who is not electing the Thesis Option must complete 15 credit hours of electives from the list below, including at least 9 credit hours at the 600-level. No more than six combined hours of CSC 599 and CSC 699 may be counted toward the degree. A student who is electing the thesis option must elect 9 credit hours from the list below, including at least 3 credit hours at the 600-level excluding CSC 699. Students may not count both CSC 515 and CSC 516 toward 500-level electives in the MSCS degree.

- CSC 507 Concepts of Programming Languages (3 credits)
- CSC 515 Android Mobile App Development (3 credits)
- CSC 516 iOS Mobile App Development (3 credits)
- CSC 525 Artificial Intelligence (3 credits)
- CSC 533 Computer Networks (3 credits)
- CSC 539 Software Testing and Maintenance (3 credits)
- CSC 550 Database Management Systems (3 credits)
- CSC 556 Advanced Web Application Development (3 credits)
- CSC 562 Computer Architecture (3 credits)
- CSC 580 Computer Graphics (3 credits)
- CSC 582 Computer Security (3 credits)
- CSC 593 Research Seminar (3 credits)
- CSC 594 Topics: Computer Science (1-3 credits)
- CSC 599 Intermediate Independent Study (1-3 credits)
- CSC 625 Advanced Artificial Intelligence (3 credits)
- CSC 645 Software Interface Design and Human Factor (3 credits)
- CSC 650 Advanced Database Systems (3 credits)
- CSC 666 Secure Software Engineering (3 credits)
- CSC 670 Social Implications of Computing (3 credits)
- CSC 682 Advanced Computer Security (3 credits)
- CSC 694 Advanced Graduate Topics Computer Science (1-3 credits)

- CSC 699 Independent Study/Directed Readings (1-3 credits)

Transfer Credit

Students may transfer up to nine semester hours of appropriate, acceptable graduate coursework from other regionally accredited institutions.

Course Waivers

Course waivers may be granted for intermediate core (500 level) courses by the graduate program director when students have demonstrated a mastering of knowledge and expertise in these courses:

- CSC 502 Advanced Programming Methods (3 credits)
- CSC 540 Software Engineering (3 credits)
- CSC 560 Operating Systems (3 credits)
- CSC 564 Design and Analysis of Algorithms (3 credits)
- CSC 585 Theory of Computation (3 credits)

Waivers are considered in the following situations:

1. NKU has documented course equivalencies and course(s) were taken within the previous 7 years:
 - Course waiver granted automatically if a grade of C- or above was earned in an intermediate core course.
2. No documented course equivalencies:
 - Students must apply for waivers before completing their first 15 credits. Once the waiver is submitted, a decision on waivers will be granted by the end of the student's next semester.
 - Students can apply for waivers based on previous course, work experience, and/or take a content exam. Supporting materials may include:
 - A previous course
 - Course syllabus, including topics covered or syllabus and a list of topics covered.
 - Transcript showing the student earned a grade of C- or higher on the class.
 - Student work submitted and graded for the course.
 - Work Experience
 - Resume
 - Detailed support correlating work experience and course material content. Supporting prose should not exceed one page.
 - Additional examples of content proficiency.
 - A student may request to take a course content exam to demonstrate mastery of the material for any intermediate core course. A student can take a course content exam for a specific intermediate core course only once.

A waiver does not alter NKU's MS degree requirements for 30 credit hours of course work. Additional electives are required when waiving courses reduces the required credit hours below 30 hours.

A waiver does not prohibit a student from enrolling in a waived course. However, when a student is enrolled in course after the last day to add a course during any semester, the waiver for the course is voided and will not be reinstated.

Thesis Option

Overview

The thesis option in the Master of Science in Computer Science degree program exists for students who wish to explore an area of contemporary computer science or software engineering in depth and conduct original research in that area. A thesis is not required for an MS degree, and it is assumed that students who choose this path have especially strong aptitude and motivation. It is recommended that students who may continue their graduate education at the doctoral level pursue the thesis option.

Content

A master's thesis will generally involve original formulation of research hypotheses supported by computational modeling and simulation and/or mathematical arguments or construction of a software product of significant originality and complexity. In all cases, MS thesis work will require a review of recent pertinent research literature and, if applicable, existing software solutions. Although joint projects may be undertaken for thesis work, the responsibility of each thesis author in the project must be clearly delineated.

Committee

Each student initiates the thesis option by making contact with one graduate faculty member in computer science who will serve as principal thesis advisor and thesis committee chair. The advisor and the student will assemble a thesis committee consisting of at least two additional faculty members. One of these two committee members must come from outside the Department of Computer Science.

Proposal

The student must submit a formal thesis proposal to the prospective thesis committee. This is a document approximately six pages in length describing the work proposed and providing preliminary references to the literature. This proposal must be approved by each member of the thesis committee as well as the MSCS graduate program director. Thesis proposals will not be approved until the student has completed at least six hours of 600-level coursework in computer science with a GPA of at least 3.5. Once the proposal is approved, the student may register for CSC 797 Thesis Direction.

Thesis Credit

The amount of work required for an MS thesis is roughly equivalent to six hours of 600-level coursework in computer science. Accordingly, thesis students are required to register for CSC 797 and CSC 798 for a total of six credit hours over two semesters. A letter grade will be awarded once the thesis is successfully defended (see below). During this period it is expected the student will remain in regular contact with the thesis advisor and consult periodically with the other committee members. All additional graduate credit must be in regular

coursework; no credits of CSC 699 may count toward MSCS requirements.

Format

The format for the thesis must conform to the requirements of the NKU Office of Graduate Education.

Defense

Successful completion of an MS thesis requires a public defense, a presentation of the results of the thesis to the committee and an audience of faculty and students. The student and the thesis advisor must make arrangements for a place and time that are generally accessible to the university community. Notification of time and place of a public defense must be provided to the MSCS graduate program director at least three weeks in advance of the defense.

Completion

The thesis is regarded as complete when each member of the thesis committee certifies that both the public defense and production of the thesis manuscript are concluded satisfactorily. Submission dates and procedures for the manuscript must follow the timeline given by the NKU Office of Graduate Education. In particular, there is a time limit of one year from the time a student first registers for CSC 797 to the time the thesis must be completed.

Geographic Information Systems Certificate

Hongmei Wang, Ph.D., Graduate Program Coordinator

Introduction

A geographic information system (GIS) is a computer-based system for capturing, storing, querying, analyzing, and displaying geographically referenced data. It helps manage descriptions of locations and characteristics of spatial features, such as roads, land parcels, and so forth. GIS is a fast-growing area with a broad range of applications. For example, it has been an important tool in natural resource management since its beginning. More recently, it has been used for crime analysis, emergency management, and transportation applications. New applications have resulted from the integration of GIS with other new technologies, such as Global Positioning Systems (GPS) and wireless networks.

The NKU graduate certificate program in GIS is an interdisciplinary program offered through the Computer Science and Public Administration programs. It is designed for individuals who seek careers in the exciting and fast-growing GIS field. It provides students with a solid grounding in GIS, including both theories and relevant applied skills. It also allows students to pursue education specifically oriented to their desired career paths by including a variety of electives. This program may be of particular interest to students intending to pursue master's degrees in Computer Science, Computer Information Technology, or Public Administration. For further information visit gis.nku.edu or contact Dr. Hongmei Wang, program coordinator, at (859) 572-7786 or at wangh1@nku.edu.

Admission

Applications to the graduate certificate program in GIS are accepted for all semesters. Admission to this program requires a four-year baccalaureate degree from a regionally accredited institution with a minimum grade point average of 2.5. See the section on "Admission and Academic Requirements" in this catalog for the full set of NKU graduate admission requirements. Applicants should apply online at <http://apply.nku.edu>.

Academic Requirements

To earn the graduate certificate in GIS, a student must successfully complete six courses (18 credit hours), distributed as follows.

Fundamental courses (7 credit hours):

- PAD 515 Cartography (3 credits)
- PAD 550 Geographic Information Systems (4 credits)
- Technical Breadth Courses (6 credit hours):
- PAD 519 Introduction to Remote Sensing (3 credits)
- PAD 551 Geographic Information Analysis (3 credits)

Two of the following electives

(Not including those selected above):

- PAD 520 Advanced Remote Sensing (4 credits)
- PAD 640 Management of Public Information Systems (3 credits)
- PAD 699 Readings: Public Administration (1-3 credits)
- CSC 540 Software Engineering (3 credits)
- CSC 550 Database Management Systems (3 credits)
- CSC 580 Computer Graphics (3 credits)
- CSC 599 Intermediate Independent Study (1-3 credits)
- CSC 640 Advanced Software Engineering (3 credits)
- CSC 650 Advanced Database Systems (3 credits)
- CIT 572 Database Administration (3 credits)
- CIT 672 Advanced Database Administration (3 credits)
- MBI 650 Information Technology Project Management (3 credits)

Total Hours: 18

Secure Software Engineering Certificate

Maureen Doyle, Ph.D., Interim Department Chair

Wei Hao, Ph.D., Graduate Program Director

Purpose

The goal of the Secure Software Engineering (SSE) certificate program is to give software engineers advanced knowledge of

principles and best practices to incorporate security throughout the software development lifecycle.

Admission

Regular Admission

Applicants are eligible for regular admission if they have completed:

1. A bachelor's degree at a regionally accredited institution.
2. A bachelor's degree in computer science, software engineering, or at least two years of related experience.
3. An undergraduate grade point average (GPA) of at least a 3.0 on a 4.0 scale in all computer science courses.

Students without the proper background may still be admitted conditionally and required to complete additional computer science courses. Admission questions should be directed to the MSCS graduate program director, Dr. Wei Hao at (859) 572-5659 or haow1@nku.edu.

Academic Requirements

Completion of the SSE certificate requires satisfactory completion of the four core courses and two electives.

Core Courses (12 credit hours)

- CSC 582 Computer Security (3 credits)
- CSC 601 Advanced Programming Workshop (3 credits)
- CSC 640 Advanced Software Engineering (3 credits)
- CSC 666 Secure Software Engineering (3 credits)

Elective Courses (6 credit hours)

Choose two electives from the list below:

- CSC 502 Advanced Programming Methods (3 credits)
- CSC 539 Software Testing and Maintenance (3 credits)
- CSC 540 Software Engineering (3 credits)
- CSC 556 Advanced Web Application Development (3 credits)
- CSC 682 Advanced Computer Security (3 credits)
- MBI 682 Information Security and Governance (3 credits)

Total Hours: 18

Depending on the student's background, a student also may need to successfully complete one or more prerequisite courses. Contact Dr. Wei Hao regarding questions about the prerequisite courses.

Students enrolled in the MSCS degree program can obtain the SSE certificate as part of their MSCS academic studies without increasing their total course hours by successfully completing CSC 582 and CSC 666 as two of the required MSCS electives. Students interested in this option must apply to the SSE certificate program, be accepted and successfully complete the courses listed above.

SALMON P. CHASE COLLEGE OF LAW

Dean: Jeffrey A. Standen, Dean

Other Key Personnel:

Lawrence D. Rosenthal, Associate Dean for Academics

Ashley Gray, Director of Admissions

Salmon P. Chase College of Law offers full-time day; part-time, day; and part-time evening divisions. The curriculum consists of required courses, core courses, and elective courses. Ninety credit hours are required to graduate. Fifty-five hours are in required courses. Full-time students complete the program in three years, and part-time students usually complete the program in four or five years. Chase has a number of academic-support and development programs designed to enhance the law school experience. Chase offers a Master of Legal Studies, Master of Laws in U.S. Law, as well as a Juris Doctor/Master of Business Administration (J.D./M.B.A.) degree program in conjunction with the Haile/US Bank College of Business. A Juris Doctor/Master of Science in Business Informatics (J.D./M.B.I.) is also offered which combines practice-focused expertise in business, information systems & technology, and law, providing you the knowledge and skills to be prepared for a cutting-edge practice of intellectual property and business law, whether in law firms, business, or government settings. Additionally, Chase offers a Juris Doctor/Master of Health Informatics (J.D./M.H.I.) which combines practice-focused expertise in healthcare, information systems and technology, and law, providing you the knowledge and skills to be prepared for the modern practice of healthcare law, whether in law firms, business, or government settings.

J.D. Applicants are required to receive a baccalaureate degree from a regionally accredited college or university prior to enrollment and are required to take the Law School Admission Test (LSAT). Chase seeks to admit those applicants who have the best prospect of high-quality academic work; thus, the Admission Committee relies heavily on the applicant's undergraduate grades and performance on the LSAT during the application review process. Additional factors considered include upward trend of undergraduate grades; time between college graduation and application to Chase; college grading and course selection patterns; outside work while in college; letters of recommendation; graduate study; cultural, educational, or sociological deprivation; employment background; leadership ability; speaking or linguistic ability; and demonstrated competence in another profession or vocation. Chase seeks diversity in the student body by considering, in no particular order, sex, age, cultural or geographic background, and minority status. The priority deadline for applications is April 1. First-year students enter in the fall semester. Students in good academic standing at another law school may apply for admission as transfer students.

Chase is accredited by the American Bar Association and it is a member of the Association of American Law Schools.

Please contact the Chase Admissions Office for more information: 859-572-5490 or (888) 465-7316.

Legal Studies, M.L.S.

NKU Chase College of Law offers a Master of Legal Studies (MLS) degree. This degree is geared toward individuals who do not wish to earn a Juris Doctor (JD) degree, but who wish to gain a more thorough understanding of the American legal system and various law-related topics. This degree is ideal for individuals in the workforce (or who are about to enter the work-force) who believe that gaining knowledge in a particular area of law will benefit them in their current or future employment.

Admissions

Applicants must provide the following to be considered for admission:

1. Transcripts from all colleges and universities attended
2. One letter of recommendation
3. Supplemental application for admission
4. Resume
5. Letter of purpose

Applicants are not required to take the LSAT. Factors considered in the admissions decision will include undergraduate degree, undergraduate GPA (2.5 GPA minimum), undergraduate institution, work experience, and responses to the questions on the supplemental application for admission.

Grading

Students in the MLS program will have the same course requirements as JD students do in each course and will take the same exams; however, MLS students will be graded using the graduate programs grading scale.

Length of Program

A full-time student could complete the 30 credit hour program in one year. A part-time student could most likely finish the program in two years or in two and one half years (depending on course scheduling).

Transferring to the JD Program

MLS students will not be able to transfer to the JD program at NKU Chase College of Law. If an MLS student wishes to earn a JD degree, he or she must apply as any JD candidate would, and none of the earned MLS credit hours would be credited toward the JD degree.

Tuition

Students will be charged NKU general graduate tuition (not law tuition).

Curriculum

Students will need to pass a minimum of thirty credit hours to earn the MLS degree. The only Required courses are LAW 827 - Legal Analysis and Problem Solving, and LAW 829 - Basic Legal Skills I Research. Students will also be required to successfully complete a minimum of nine credit hours from the

list of Core MLS courses. The remainder of the thirty credit hours can be earned from Core, Required, and Elective JD courses.

For program-specific policies governing the MLS program, please refer to the Chase Student Handbook, supplemented by the Chase MLS policies.

Group One - Required Courses (3 credit hours)

- LAW 827 Legal Analysis and Problem Solving (1 credit)
- LAW 829 Basic Legal Skills I Research (2 credits)

Group Two - Core Courses (minimum of 9 credit hours)

- LAW 803 Civil Procedure I (4 credits)
- LAW 809 Constitutional Law I (3 credits)
- LAW 811 Constitutional Law II (3 credits)
- LAW 813 Contracts I (3 credits)
- LAW 815 Contracts II (2 credits)
- LAW 819 Criminal Law (3 credits)
- LAW 835 Property I (2 credits)
- LAW 837 Property II (3 credits)
- LAW 841 Torts I (3 credits)
- LAW 843 Torts II (3 credits)
- LAW 830 Basic Legal Skills I - Writing (spread over full academic year) (3 credits)

Group Three – Electives

(Number of credit hours depends on number of Core courses taken); a total minimum of 30 credit hours is required.

- Core Courses
- Required Courses
- Elective Courses

Master of Laws (LL.M.)

NKU Chase College of Law offers an LL.M. in U.S. Law degree. This degree is geared toward individuals who have earned their law degree at a foreign institution. This degree is ideal for individuals in the workforce (or who are about to enter the workforce) who believe that gaining knowledge in a particular (or general) area of law in the American legal system will benefit them. LL.M. students are eligible to transfer to the JD program should they wish to do so.

Admission

Applicants must provide the following to be considered for admission:

1. Official transcripts from all universities attended. If the transcripts or grade marks are from a university outside the United States, the applicant will be required to provide a course-by-course evaluation, with GPA, from an accredited agency.
2. Completed application for graduate admission
3. One letter of recommendation
4. Supplemental application for admission
5. Resume
6. Personal statement

7. Interest statement: A typed statement no more than two pages explaining the applicant's interest for pursuing the LL.M. degree.

Admission is based on a previous academic record and information provided with application for admission. Students must be proficient in English and proficiency is demonstrated by a minimum score of 92 on the Test of English as a Foreign Language (TOEFL) or a minimum score of 6.0 on the International English Language Testing System (IELTS). No other test is required.

The priority application deadline is May 1.

Curriculum

Students will need to pass a minimum of thirty credit hours to earn the LL.M. degree. The only required courses are Introduction to the U.S. Legal System, Basic Legal Skills - Research, and Basic Legal Skills - Writing. The remainder of the thirty credit hours can be earned from Core, Required, and Elective JD courses.

For program-specific policies governing the LL.M. program, please refer to the Chase Student Handbook, supplemented by the Chase LL.M. policies.

Group One Required Courses (7 credit hours)

- Introduction to the U.S. Legal System (2 credits)
- Basic Legal Skills - Research (2 credits)
- Basic Legal Skills - Writing (3 credits)

Group Two Elective Courses (23 credit hours)

- J.D. Core Courses
- J.D. Required Courses
- J.D. Elective Courses
- Total Hours: 30

Grading

Students in the LL.M. program will have the same course requirements as JD students do in each course and will take the same exams; however, LL.M. students will be graded on the NKU graduate programs grading scale (A-C, F).

Length of Program

Students are expected to complete the 30 credit hour program in one year. A student could, however, seek permission to complete the program in a longer time period.

Transferring to the J.D. Program

Students who enroll in the LL.M. in U.S. Law program may transfer to the J.D. program, but they must apply to the J.D. program. Credit hours earned in the LL.M. in U.S. Law program can transfer to the J.D. program, but grades earned while in the LL.M. program will not be counted in the student's J.D. grade point average. Students who transfer to the J.D. program will start the J.D. program with a 0.0 grade point average.

Tuition

The tuition for the LL.M. in U.S. Law program will be billed at the graduate non-resident rate.

COURSE DESCRIPTIONS

Accounting

ACC 500 Auditing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 600.

Taught: Fall and spring

Principles, standards, and procedures in conduct of an audit by CPA; functions and responsibilities; internal control; statistical sampling, audit report; special problems of auditing electronic data processing systems; account verification; ethics.

Open only to students certified as majoring in business or by consent of instructor. Assessment test is given.

ACC 520 Tax Planning (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MACC program, ACC 200 and ACC 201, or permission of MACC director.

Taught: Fall, spring, and summer

Impact of income tax on business entities, including corporations, S corporations, partnerships, limited liability companies and sole proprietors; gross income deductions, accounting periods, accounting methods and property transactions.

ACC 600 Accounting Skills (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Master of Accountancy Program Accounting Practice and Reporting Track.

Taught: Fall only

Preparation of primary financial statements: income statement, balance sheet, and statement of funds Accounting concepts for internal use of management in planning and control of operations.

ACC 601 Management Control Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 600.

Taught: Variable, check with department

Overall design of control systems and the behavioral and motivational impact on managers and employees of such systems; development of a management information system; design of compensation/incentive schemes, divisional control, work measurement vs. discretionary cost approach to cost control, budgetary control, internal control, and performance reporting.

ACC 602 Advanced Financial Accounting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to graduate program; ACC 600 or equivalent.

Taught: Variable, check with department

Financial accounting topics for external reporting; international accounting; financial statement analysis.

ACC 603 Consolidations and Partnerships (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to graduate program; ACC 600 or equivalent.

Taught: Variable, check with department

Accounting for mergers, consolidations, acquisitions, and partnerships.

ACC 604 Financial Accounting I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 600, Admission to the Master of accountancy program Accounting Practice and Reporting Track.

Taught: Fall only

Financial accounting theory and practice in determination of income and valuation of assets and equities for external reporting; official pronouncements on generally accepted accounting principles; alternatives to these principles; accounting cycle, financial assets (cash, and receivables), operating assets (tangible, intangible, and natural resources), current liabilities, inventories, and prepayments.

ACC 605 Introduction to Financial Accounting (2 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Preparation and interpretation of primary financial statements.

ACC 606 Financial Accounting II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 604.

Taught: Spring only

Financial accounting theory and practice in determination of income and valuation of assets and equities for external reporting; official pronouncements on generally accepted accounting principles; alternatives to these principles; marketable securities, long-term investments, long-term debt, owners' equity, and earnings per share.

ACC 620 Tax Research and Practice (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Completion of undergraduate course(s) in individual and business taxation.

Taught: Variable, check with department

Methodology and sources of tax research; tax analysis research, policy implications, behavioral aspects, and use of quantitative analysis. Open only to students admitted to graduate program.

ACC 625 Accounting for Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 605 or equivalent or permission of MBA director.

Taught: Fall and spring

Communication, interpretation, analysis, and use of accounting information for the benefit of management; financial statement analysis, cost analysis, budgetary control, standard cost systems, and capital budgeting. Open only to students in MBA program.

ACC 630 Federal Taxation of Corporations (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 520 or permission of MAAC director.

Taught: Variable, check with department

Corporate taxation and topics concerning organization of the

corporation, capital structure, debt vs. equity, stock redemption, liquidations, corporate divisions, corporate reorganization.

ACC 632 Tax Accounting Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 520 or equivalent or permission of the Director of the Master of Accountancy program.

Taught: Variable, check with department

Methods of accounting, installment sales, inventories, LIFO, manufacturing, accounting method changes, accounting principle.

ACC 634 Taxation of Partnerships and Pass Through Entities (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 520 or permission of MAAC program director.

Taught: Variable, check with department

Concepts of partnership taxation including contributions of property and services. Partner basis, partnership liabilities, distributions sales or exchanges of partner's interest. Election of S corporation status, distribution to shareholders, liquidation, sales of corporation.

ACC 638 Advanced Individual Income Taxation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 520 or equivalent, or permission of MAAC program director.

Taught: Variable, check with department

Executive compensation planning, deferred compensation, fringe benefits, options, alternative minimum tax, passive activities, deductions available to individuals and grantor trusts.

ACC 640 Advanced Auditing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to graduate program; ACC 500, ACC 600 or equivalent.

Taught: Fall only

Advanced auditing topics, including information technology auditing, statistical sampling, legal responsibilities, audit and attestation reports, ethics.

ACC 689 Professional Certification CPA Review (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of the Director of the Master of Accountancy Program.

Taught: Spring only

Review of topical areas covered in the Uniform CPA examinations in Financial Accounting & Reporting, Auditing & Attestation, Regulation and Business Environment & Concepts.

ACC 694 Topics: Accounting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 600.

Taught: Variable, check with department

Specialized topics of faculty and student interest. Topics will vary and may include taxation, financial accounting, auditing, and international accounting. Repeatable for a maximum of 6 semester hours if topic differs. Open only to MBA students.

ACC 697 Advanced Accounting Theory (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to graduate program; ACC 600 or

equivalent.

Taught: Spring only

his capstone course is an overview of topics relevant to current accounting theory, ethics, research, standard setting, and practice. This course must be taken in the last semester, or within 9 credit hours of graduation.

ACC 699 Independent Study: Accounting (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 600 or consent of the MACC Director.

Taught: Variable, check with department

Specialized aspect or topic in accounting chosen by student and appropriate faculty member. Repeatable for a maximum of 6 hours. Subject to academic regulations pertaining to independent study as given in MBA catalog. Open only to students in the MACC or MBA program.

Anthropology

ANT 515 Advanced Archeological Excavation Methods (3 credits)

Hours: 0 classroom + 6 lab/studio

Prerequisite(s): ANT 315

Taught: Summer only

Further experience in excavation, recording, mapping; excavation at an archeological site. Summer. Three semester hours if taught during intersession; 4 if taught during 5-week session.

ANT 565 Advanced Ethnographic Field Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Summer Only

Cross-cultural field training in advanced ethnographic field methods, qualitative data analysis, and ethnographic report writing.

ANT 594 Topics: Anthropology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior standing or consent of instructor.

Taught: Variable, check with department

A special topic in any area of anthropology. For graduate students and advanced undergraduates. Repeatable up to 12 semester hours when topics vary.

ANT 599 Independent Study (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Variable, check with department

Specialized topic in anthropology chosen by student and appropriate faculty member for study. Repeatable up to 12 semester hours when topics vary.

ANT 692 Directed Research (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated.

ANT 694 Topics: Anthropology (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

A special topic in any area of anthropology. Repeatable up to 12 semester hours when topics vary.

ANT 699 Independent Study in Anthropology (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Taught: Variable, check with department

Specialized topic in anthropology chosen by student and appropriate faculty member for study. Repeatable up to 12 semester hours when topics vary.

Arabic

ARI 520 Readings in Arabic (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ARI 380 or equivalent.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics. May be repeated for credit when topic varies.

Art

ART 650 Graduate Study: Art History (3 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Fall and spring

Advanced study and research in art history. Repeatable to 12 semester hours.

ART 699 Independent Study in Art (3 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Fall and spring

Projects, directed by members of the faculty, must be selected before registration.

Astronomy

AST 694 Topics: Astronomy (1-4 credits)

Hours: 1-4 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Various topics in astronomy. Specific topics are determined in consultation with the instructor, the student's advisor and the chair of the Department of Physics and Geology. Repeatable for a maximum of 12 semester hours.

Biological Sciences

BIO 600 Field Ecology for Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): One year of college biology or consent of instructor.

Taught: Variable, check with department

Populations, communities, ecosystems; techniques of collection, identification, and preservation of local organisms. Field trips. Not open to students specializing in biological sciences.

BIO 606 General Microbiology for Teachers (4 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): One year of college biology and one year of college chemistry.

Co-requisite(s): BIO 606L.

Taught: Summer only

Microbiological theory and techniques as applicable to precollege-age students; applied microbiology.

BIO 606L General Microbiology for Teachers Laboratory (0 credits)

Hours: 0 classroom + 4 lab/studio

Co-requisite(s): BIO 606.

Taught: Summer only

Laboratory to accompany BIO 606.

BIO 644 Aquatic Ecology for Teachers (3 credits)

Hours: 1 classroom + 4 lab/studio

Taught: Variable, check with department

Integrated field investigations of water quality. Taught at Center for Ohio River Research and Education. Curriculum and community resources related to water resources. Required field trips.

BIO 668 Advanced Human Physiology (4 credits)

Hours: 4 classroom + 0 lab/studio

Prerequisite(s): BIO 208, BIO 209, and CHE 115, or consent of instructor.

Taught: Fall and summer

Rigorous study of human body function primarily at the organ system level.

BIO 694 Topics in Biological Sciences (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

Study of specialized subject matter. May be repeated for credit when topics vary. Open only to graduate students in education.

BIO 699 Independent Study: Techniques of Biology (1-4 credits)

Hours: 1-4 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor prior to registration.

Taught: Fall, spring, and summer

Individual student experience with selected biological techniques in media preparation; in herbarium, museum, and field techniques; in use of laboratory equipment; and in other practical facets of biology. Topic decided upon in consultation between student and instructor. Up to 4 semester hours may be earned in this course.

BIO 868 Physiology and Pathophysiology I (4 credits)

Prerequisite(s): Admission to the DNP Program.

Taught: Variable-check w/department

First of a sequential two (2) course systems based approach designed to provide the student with an in-depth study of advanced human physiology and pathophysiology across a lifespan. Integrative regulatory mechanisms responsible for homeostasis will be presented serving as the foundation for clinical assessment, decision making and management in advanced practice. Please note: No advanced standing or transfer credits will be accepted for either Advanced Physiology and Pathophysiology I or II.

BIO 869 Physiology and Pathophysiology II (4 credits)

Prerequisite(s): BIO 868

Taught: Variable-check w/department

Second of a sequential two (2) course systems based approach designed to provide the student with an in-depth study

of advanced human physiology and pathophysiology across a lifespan. Integrative regulatory mechanisms responsible for homeostasis will be presented serving as the foundation for clinical assessment, decision making and management in advanced practice. Please note: No advanced standing or transfer credits will be accepted for either Advanced Physiology and Pathophysiology I or II.

BIO 880 Anatomy for Anesthesia (4 credits)

Prerequisite(s): Admission to the DNP Program.

Taught: Variable-check w/department

A comprehensive study of major anatomical structures of the human body using prosected cadavers. Emphasis is placed on the respiratory, cardiovascular and peripheral nervous systems specifically as they relate to the clinical practice of nurse anesthetists.

Business Informatics

BIS 594 Topics in Business Informatics (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies by topic.

Taught: Variable, check with department

Topics on business analytics and other areas of business informatics. Topics vary by semester. Repeatable for a maximum of up to 6 semester hours when topics vary.

Business

BUS 605 Legal Environment (2 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MBA program or permission of MBA director.

Taught: Variable, check with department

Survey of the legal system requirements and limitations; political process, constitution, torts, criminal law, ethics, environment, product liability, consumer protection, antitrust, employment and negotiable instruments.

BUS 632 CPA Law (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to graduate program.

Taught: Fall only

Legal topics relevant to professional accounting: contracts, agency, business entities, Uniform Commercial Code, and Securities law.

BUS 699 Independent Study: Business (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor and MBA program director.

Taught: Variable, check with department

Specialized aspect or topic in business chosen by a student and an appropriate faculty member. Repeatable for a maximum of 6 semester hours. Open only to MBA students.

Cooperative Education

CEP 600 Graduate Cooperative Experience (1-3 credits)

Hours: 0 classroom + variable lab/studio

Taught: Fall, spring, and summer

Supervised work experience relating to a graduate student's

degree pro-gram; employment planned, supervised, coordinated by employer, faculty coordinator, and a member of the Career Development staff. Open to all graduate students. Does not satisfy any graduation requirements. May be repeated. Graded pass/fail.

Chemistry

CHE 505 The History of Chemistry (2-3 credits)

Hours: 2-3 classroom + 0 lab/studio

Prerequisite(s): CHE 310.

Taught: Variable, check with department

Survey of chemistry's significance in ancient and modern times. Investigation of key individuals and concepts in chemistry of the past and present.

CHE 511 Natural and Medicinal Product Synthesis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): C- or better in CHE 311.

Taught: Spring Only-odd yrs

Analysis and design of complex syntheses, including total synthesis of natural products; stereochemical aspects of synthesis; asymmetric synthesis; spectroscopy in structure elucidation.

CHE 512 Physical Organic Chemistry (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CHE 360 and a C- or better in CHE 311.

Taught: Spring Only-odd yrs

Current topics in spectroscopy, reaction mechanisms, and structure function correlations.

CHE 560 Quantum Mechanics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): C- or better in CHE 361 or PHY 361.

Taught: Variable, check with department

Principles of quantum mechanics, the hydrogen atom, variational methods, and simple perturbation theory.

Same as PHY 460.

CHE 594 Topics in Chemistry (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Discussion of topics in analytical, environmental, inorganic, nuclear, organic, and physical chemistry; chemistry-related topics: laboratory experience with operation and application of instruments and the computer. May be repeated as topics vary.

CHE 692 Research: Chemical Education (1-3 credits)

Hours: 0 classroom + 1-3 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Research involving procedures, software, instrumentation, and pedagogy to develop chemistry experiments, demonstrations, or activities suitable for use in a science classroom or instructional laboratory. Repeatable for a maximum of 4 semester hours.

CHE 694 Topics: Chemistry (1-4 credits)

Hours: 1-4 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Topics illustrating principles of chemistry and applications of analytical, inorganic, organic, and physical chemistry and biochemistry. Specific topics are determined in consultation with the student's adviser and the chair of chemistry. May be repeated as topics vary.

CHE 696 Chemistry Laboratory Internship (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Participation in planning, teaching, and testing in a designated undergraduate laboratory course. Designed especially for students in science education. May be repeated for different lab courses for a total of no more than three credit hours.

CHE 699 Independent Study in Chemistry (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Independent survey of literature; written reports on selected topics in chemistry and chemical education. Repeatable for a maximum of 4 semester hours.

Chinese

CHI 520 Readings in Chinese (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CHI 380 or equivalent.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics. May be repeated for credit when topic varies.

College of Health Professions

CHP 600 Teaching & Learning in Healthcare Education (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the MSHS or MSN programs.

Taught: Variable-check w/department

Characteristics and learning styles of diverse populations of healthcare learners are examined. A variety of teaching methods that can be utilized by healthcare providers to promote optimal learning in different education settings including the online environment are presented and analyzed.

CHP 601 Assessment & Evaluation of the Healthc (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Program core statistics course.

Taught: Variable-check w/department

Use and interpretation of student assessments, various testing strategies, psychometric analysis including test item analysis, performance evaluation, and course mapping for healthcare students.

CHP 602 Curr, Dev & Eval for Healthcare Programs (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the MSHS or MSN programs.

Taught: Variable-check w/department

Contemporary and traditional aspects of curriculum planning and design as applied to healthcare education will be explored. Various topics include philosophy, educational theory, learning objectives and outcomes, curriculum designs and programmatic evaluation.

CHP 603 Role of the Healthcare Educator (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite OR Co-requisite: 2 of 3 of the CHP Education courses (CHP 600, CHP 601, or CHP 602).

Taught: Variable-check w/department

Topics and issues for the healthcare educator, researcher, and leader are examined. Selected issues affecting healthcare education will be explored.

Cinema Studies

CIN 601 Studies in Cinema (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Graduate level study of a particular genre, national cinema, director, or other topic in cinema studies. May be repeated for credit when topics vary.

Computer Information Technology

CIT 500 Information Technology Fundamentals (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of MSCIT director.

Taught: Variable, check with department

Fundamentals of UNIX system administration, including use of the shell, users and groups, cron. Computer networking basics, including networking fundamentals, LAN switching, and IP routing.

CIT 501 Scripting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of MSCIT director.

Taught: Variable, check with department

Introduction to programming in a scripting language, including applications to both system administration and web development.

CIT 530 Computer Forensics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500 or consent of MSCIT director.

Taught: Fall and spring

Computer and network forensics principles; incident response process; forensic duplication and analysis; reconstruction of computer activities; network-based evidence for intrusions; forensics tools.

CIT 536 Web Server Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500.

Prerequisite OR Co-requisite: CIT 501 or consent of MSCIT director.

Taught: Variable, check with department

Web server administration concepts; installing and configuring a web server; proxy server; name resolution; web server security and maintenance; server-side technologies and tools;

monitoring and analyzing the web environment.

CIT 538 Cloud Computing (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): CIT 500 and CIT 501 or consent of MSCIT director.

Taught: Variable-check w/department

An introduction to the concepts and technologies of cloud computing, including designing, operating, upgrading, and securing cloud systems. Concepts and technologies covered include server and network virtualization, load balancers, caches, service delivery, configuration management, monitoring, and capacity planning.

CIT 547 Network Design/Troubleshooting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500 or consent of MSCIT director.

Taught: Variable, check with department

Network and transport protocols; switch and router configuration; network topologies, network design, and routing; VLANs; capacity planning and redundancy; routing protocols; wide-area networks; layer 2 and layer 3 troubleshooting; IPv4 and IPv6; network management and security.

CIT 551 Advanced Windows System Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): C- or better in CIT 500.

Taught: Variable, check with department

Active directory configuration, network infrastructure configuration, application infrastructure configuration; specific topics include Active Directory and its security, Domain Name System, DHCP infrastructure, routing, remote access, advanced firewall and network access protection, IIS security, FTP, SMTP, Media Server.

CIT 565 Storage Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 547 or consent of MSCIT director.

Taught: Variable, check with department

This course covers information storage and management, storage system environment, disks, RAID, logical volume management, storage networking fundamentals, direct attached storage, storage area networks, network attached storage, content addressed storage, storage virtualization, data backup and recovery.

CIT 570 Advanced Network and System Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 501 and CIT 547 or consent of MSCIT director.

Taught: Variable, check with department

Administering networks of computer systems as a team; user account management and LDAP; network filesystems; e-mail servers; automated installs; help desk software and management; and data centers.

CIT 572 Database Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500.

Prerequisite OR Co-requisite: CIT 501 or consent of MSCIT director.

Taught: Variable, check with department

Database administration concepts; procedural extensions to SQL; installing and configuring a database server; creating and configuring database instances; user management and security; backup and monitoring activities.

CIT 580 Securing Computer Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500 or consent of MSCIT director.

Taught: Fall and spring

An introduction to the concepts and technologies of computer security, with a focus on the practical aspects of securing computers, including common security threats and computer crime, authentication, cryptography, mal-ware, operating systems security, and network security.

CIT 581 Cybersecurity Capstone (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 580.

Taught: Variable, check with department

Advanced security topics including system hardening; cloud security; information assurance architectures; secure network design; and penetration testing. Students will research an advanced topic of their choice in information security and write a research paper on that topic.

CIT 583 Scripting II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 500 and CIT 501 or consent of the MSCIT director.

Taught: Fall only

Advanced programming in a dynamically typed language, including techniques such as passing blocks, dynamic dispatch, and domain specific languages. The class will apply these techniques to IT applications, including interfacing to network services and parsing complex data formats like HTML and XML.

CIT 584 Network Security (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 547 and CIT 580 or consent of MSCIT director.

Taught: Variable, check with department

In-depth study of firewalls and intrusion detection/prevention systems; incident response; security protocols and VPNs; network server security; viruses and worms; wireless security; network security architecture and policy development.

CIT 594 Intermediate Graduate Topics: Computer Information Technology (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Various intermediate graduate topics in Computer Information Technology.

CIT 596 CIT Practicum (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of MSCIT director.

Taught: Variable, check with department

Students will work on information technology projects and make use of project management techniques that allow them to apply academic knowledge to real world situations. Course does not count as a regular elective in the MSCIT program.

CIT 599 Intermediate Independent Study (1-3 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCIT program and consent of instructor.

Taught: Variable, check with department
Intermediate Independent Study.

CIT 630 Advanced Computer Forensics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 530 or consent of MSCIT director.

Taught: Variable, check with department

Collecting and analyzing network-based evidence, email tracing, web browsing activity reconstruction, in-depth file system forensics. Hands-on practice of using forensic tools for analyzing computer incidents launched through the Internet.

CIT 637 Wireless Networks (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 547 or consent of MSCIT director.

Taught: Variable, check with department

In order to prepare students to be competent wireless professional within the information technology industry, this course includes in-depth coverage of wireless networks with extensive step-by-step coverage of IEEE 802.11b/a/g/n implementation, design, security, and troubleshooting of wireless networks.

CIT 644 Web Security (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 536 or consent of MSCIT director.

Taught: Variable, check with department

Secure configuration of web servers and web applications, including authentication, access control, and SSL/TLS. Threat modeling and security assessment. Web application firewalls and IDS.

CIT 661 Routing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 547 or consent of MSCIT director.

Taught: Variable, check with department

This course examines the fundamentals and complexities in designing, maintaining, and troubleshooting a broad range of network designs and technologies. It covers multi-area open shortest path first (OSPF), integrated intermediate system to intermediate system (IS-IS), border gateway protocol (BGP), advanced route optimization, network architecture design, inter-VLAN routing, spanning tree protocols (STPs) integration with VLANs, and centralized security through remote access, etc.

CIT 668 System Architecture (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 501 and CIT 547 or consent of MSCIT director.

Taught: Variable, check with department

System architecture specification, design, deployment, maintenance, documentation, monitoring, and migrations. Focuses on systems for large scale distributed environments with high reliability requirements.

CIT 672 Advanced Database Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 572 or consent of MSCIT director.

Taught: Variable, check with department

Database recovery and backup, incomplete recovery, user errors recovery, database corruption, database performance tuning, query execution plans, and monitoring/managing storage.

CIT 677 Data Mining Tools and Techniques (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CIT 572 or consent of MSCIT director.

Taught: Variable, check with department

This course provides students with understanding of data mining concepts such as classification, association rules, clustering, visual methods, text mining, web mining, etc. The class focuses on intensive setup and usage of existing data mining tools.

CIT 693 Best Practices in Information Technology Seminar (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Successful completion of 18 credits toward MSCIT degree.

Taught: Variable, check with department

Examination and presentation of best practices methodologies in information technology. IT papers and reports readings. The seminar will require assignments that build organizational competencies such as communication skills, team-work, and critical thinking.

CIT 694 Advanced Graduate Topics: Computer Information Technology (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Various advanced graduate topics in Computer Information Technology.

CIT 699 Advanced Independent Study (1-3 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCIT program and consent of instructor.

Taught: Variable, check with department

Advanced Independent Study.

Communication

COM 500 Communication Proseminar (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Communication Graduate Program.

Taught: Variable, check with department

Designed to introduce students to the communication discipline and graduate studies at NKU. Students explore graduate-level analysis, writing, and thought. Inquiry and discussion pivot around key departmental areas of scholarly emphasis, emerging fields of Informatics, NKU faculty research programs.

COM 520 Relational Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Senior or graduate standing.

Taught: Spring only-odd yrs

Relationship-centered understandings of interpersonal communication. The role of communication in developing, sustaining, and terminating social and personal relationships. Class

may explore relational theories, concepts, and self-application.

COM 550 Digital Media (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Senior or graduate standing.

Taught: Variable, check with department

Technical and aesthetic processes in the production of media, including new media and integrated media.

COM 560 Rhetorical Criticism (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Senior or graduate standing.

Taught: Spring only-odd yrs

Advanced seminar in the history, theory, methods and practice of rhetorical criticism.

COM 571 Critical Ethnography (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Senior or graduate standing.

Taught: Variable, check with department

Hands-on research seminar examining and practicing ethnographic research methods used to empower communities. Students travel to another culture to enact ethnographic research designs. Digital ethnography, service learning, field study, educational, and interactive research explorations.

COM 575 Intercultural Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Students must have a 3.0+ GPA to enroll in the course.

Taught: Variable, check with department

The examination of advanced cross-cultural, intercultural, multicultural, and international theory and research in relation to communication perceptions and practices.

COM 580 Sexuality and Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite OR Co-requisite: Senior or graduate standing.

Taught: Variable, check with department

Exploration of topics, concepts, and theories related to communication and human sexuality. Relationships, sexual literacy, sexual identities, sexual practices, sex representations, and social control of sexuality.

COM 594 Intermediate Topics in Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Senior or graduate standing.

Taught: Variable, check with department

Special topics course with readings and writings at the intermediate level. Course varies by instructor and section. Students must have a 3.0 or higher GPA to enroll in this course.

COM 595 Special Topics: Study Abroad (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies by topic, graduate standing required.

Taught: Variable, check with department

Varies by topic. Course includes a classroom portion and a trip abroad.

COM 601 Communication Theory (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

Introduces graduate students to the philosophical underpinnings of communication research and develops skills in theory construction.

COM 602 Quantitative Research Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Addresses qualitative approaches to investigating human experience using tools such as ethnography and criticism. Introduces graduate students to principles, and design considerations underlying social scientific methodology. Material is applied to communication research. Final research project is required.

COM 603 Business Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Principles and practices of methods of written and oral communications at the management level. Open only to graduate students.

Same as ENG 603.

COM 604 Organizational Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

Seminar that explores the major theoretical perspectives and research findings within formal and informal organizations.

COM 620 Interpersonal Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-even yrs

Investigation of the communicative management of ongoing relationships; examination of how communication both creates and responds to exigencies of friendship.

COM 621 Communication Pedagogy (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Graduate course in pedagogy that addresses philosophical, theoretical and practical issues faced by the beginning college instructor.

COM 622 Family Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

Examines theories and research focused on understanding communication in family contexts.

COM 624 Gender and Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COM 602.

Taught: Variable, check with department

This course examines how gender factors into communication processes, theories, and research. Class topics include interpersonal relationships, gender issues in organizations, rhetoric, public relations, media representations, globalized perspectives, and research methods.

COM 625 Issues in Communication Pedagogy (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Evaluation of healthy communicative practices for nurturing teaching practice and student-teacher relationships. Under-

standings of needs for students and instructors in the classroom. Exploration of the student condition from a communicative perspective. Not for general MA in Communication credit.

COM 630 Communication Ethics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

Theoretical and critical approaches to the study of ethics in communication. Examination of professional communication behavior in workplace settings.

COM 631 Communication Law (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

Examines the Constitutional, statutory, and case law affecting the communication profession.

COM 640 Persuasion (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-even yrs

Theory and devices of persuasion; analysis of persuasive discourse.

COM 655 Health Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course is designed to introduce students to the wide range of scholarship about health communication. The course begins with an introduction to the field of health communication, ethical concerns in the health care environment, and the models that frame theory and empirical research in this area. Through textbook readings, case studies, and research projects, the following issues will be addressed: the creation of health meanings, health care socialization, health care teams, telemedicine, stress and burn-out among health care workers, and social support at the dyadic, group, and community levels.

COM 671 Media Criticism (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-even yrs

Seminar in the application of rhetorical theory and criticism to television, film, and other media.

COM 672 Documentary Production (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Theory and practice of documentaries. Rhetorical concerns of documentaries, social inquiry. Students will construct a documentary short.

COM 675 Public Relations (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-odd yrs

Principles of PR management, including development of writing skills essential to those directing the PR functions of organizations.

COM 677 Organizational Culture and Identity (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

This course examines methods and theories regarding the management, development, and changing of organizational culture and identity. Students will learn tools for conducting cultural analyses for organizations; gain understandings of the

factors that affect internal organizational identity; and develop practical understandings of how to negotiate public perceptions or organizations.

COM 678 Public Relations Account Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

Account management expectations for PR and communication consultants. Inter-organizational relations, supply chain architectures, integrated communication, planning and budgeting, ethics, proposal writing and presentation, and cultural-critical interpretations of consultative client-practitioner relations.

COM 679 Public Relations: Project Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course is designed to develop student ability to apply a project management process to research and benchmarking tasks common to the field of public relations.

COM 680 Communication Teaching Practicum (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Guided and hands-on teaching practice in the college communication classroom. Students must work with a Northern Kentucky University professor to directly engage the teaching process. Not for MA in Communication credit. By permission only.

COM 685 Language and Social Interaction: Theory and Method (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COM 602.

Taught: Fall only-even years

This course offers methods for exploring verbal and non-verbal communication behaviors in language and social interaction. Transcription and analysis of everyday talk allows students to use research methods including conversation analysis, ethnomethodology, speech acts, and gesture analysis.

COM 687 Qualitative Research Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

Methodology and practice of qualitative research. Methods include inter-views, focus groups, ethnographic field studies, document analysis. Topics include research conceptualization, collection techniques, data analysis, reporting findings, crystallization.

COM 692 Directed Research in Communication (3 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): COM 601 and COM 602.

Taught: Fall and spring

Specialized aspect or topic in communication chosen by student in consultation with an appropriate communication faculty member. Faculty member will closely supervise the student's research project.

COM 694 Topics: Communications (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Special Topics

COM 696 Graduate Internship in Communication (1-6 credits)

Hours: 0 classroom + 12 lab/studio

Prerequisite(s): COM 601 and COM 602.

Taught: Fall and spring

Students work under supervision in a professional setting in a communication field approved by the graduate program director in Communication. Student will be assigned additional reading and essays.

COM 700 Social Informatics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

The study of communication and information tools in cultural contexts. Social understandings of digital and technological approaches to communication and information. Topics include philosophies of computer and digital technology utilization in cultures; interpersonal and organizational computer-mediated communication; ethical and professional considerations related to computers and digital technology; and research approaches.

COM 750 Theories and Concepts of Cultural Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-odd yrs

History, theory, and practice of cultural studies. Provides a repertoire of tools for exploring the production of verbal and written cultural discourses as well as their valuation and uses.

COM 791 Comprehensive Examinations (0-1 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Approval of Communication Graduate Program Director.

Taught: Fall and spring

This course tests communication graduate students on their ability to understand, evaluate, synthesize, visualize, and/or apply communication theories, research methods, concepts, and/or tools learned from the Master's in Communication program. The comprehensive examination experience should constitute a rigorous and serious exploration of the student's abilities as a holder of the Master's degree.

COM 793 Applied Capstone Project (1-6 credits)

Hours: 0 classroom + 12 lab/studio

Prerequisite(s): Approval of Communication Graduate Program Director.

Taught: Fall and spring

A graduation capstone experience applying communication theories, methods, concepts, and/or tools to a tangible project. A written report will accompany the project.

COM 797 Thesis (1-6 credits)

Hours: 0 classroom + 12 lab/studio

Prerequisite(s): Permission of Communication Graduate Program Director.

Taught: Fall and spring

The planning, execution, and thorough documentation of a research project as conducted with the assistance of a faculty advisor.

COM 798 Continuing Capstone Project (1 credit)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Permission of Communication Graduate Program Director.

Taught: Fall and spring

Continued work for students who are pursuing comprehensive examination, applied capstone, or thesis project completion. Course only for students who have exhausted maximum enrollment in thesis, applied capstone project, or comprehensive examination coursework.

Counseling

COU 545 Children and Families in Health Care (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior or graduate standing.

Taught: Variable, check with department

This course introduces the theory and practice of Child Life, demonstrating how child life specialists provide emotional care and meet the developmental needs of pediatric patients and their families.

COU 575 Mindfulness and Contemplative Practices (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior or graduate standing.

Taught: Variable, check with department

This course invites students to explore mindfulness and contemplative practices. Research indicates these practices can benefit individuals in the helping professions by strengthening concentration and insight as well enhancing empathy and compassion. These practices have the potential to prevent burnout and foster resilience for professionals whose daily work involves emotional engagement and caring.

COU 580 Research Tools in Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Research, technology, and communication competencies required for graduate-level coursework in counselor education: use of library resources for researching the counseling literature; written communication using APA style; basic data analysis and interpretation; computer competencies expected for incoming counseling students.

COU 594 Special Topics in Counseling (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Junior or graduate standing.

Taught: Variable, check with department

In-depth study of contemporary topics in counseling. Topic listed in Schedule of Classes; may be repeated for credit when topics differ.

COU 600 Orientation to Clinical Mental Health Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program or consent of program director.

Taught: Variable, check with department

A survey of the historical, philosophical, societal, cultural, economic and political dimensions of and current trends in the community mental health movement; a historical perspective of the counseling profession, counselor roles and functions,

and professional affiliations.

COU 601 Legal and Ethical Issues in Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program, COU 600 or COU 602.

Taught: Variable, check with department

Focus on the skills and competencies critical to dealing effectively with the complex ethical, legal, and social issues of counseling in a multicultural society; focus on decision-making models in response to the major ethical topics and emerging ethical and legal issues; overview of licensure/certification issues.

COU 602 Data-Driven Comprehensive School Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the School Counseling program or consent of director.

Taught: Variable, check with department

Foundations course designed to increase student's knowledge base of the professions of school counseling including the history of the profession. This course serves as a basis for the rest of the school counseling program and orients students to using the American School Counselor Association's National Standards as the basis for the portfolio requirement.

COU 610 Counseling Diverse Populations (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600 or COU 602, COU 640, COU 641, and admission to counselor education program.

Taught: Variable, check with department

Focus on the cultural context of the counseling relationship; examination of issues and concerns related to such factors as culture, ethnicity, age, gender, sexual orientation, religious and spiritual values, socioeconomic status and various unique characteristics

COU 620 Human Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counselor Education Program.

Taught: Variable, check with department

Theories of human development; developmental crises, tasks and transitions across one's lifespan; nature vs. nurture; theories of learning and personality development; strategies for facilitating optimal human development; developmental model of counseling.

COU 621 Counseling Children and Adolescents (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 640, COU 641 and admission to program.

Taught: Variable, check with department

Theories and techniques for developmental counseling with children.

COU 622 Crisis Intervention in Schools (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program.

Taught: Variable, check with department

This course focuses on preparing students in: (a) crisis preparation and response and (b) clinical intervention with children and adolescents.

COU 630 Career Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600, COU 640, COU 641 and admission to program.

Taught: Variable, check with department

Educational and career planning; career development theories; decision-making models; assessment inventories for career and educational counseling; resources for career and educational planning; computer-assisted career development.

COU 631 College Advising and Comprehensive School Counseling (3 credits)

Hours: 3 classroom + 0 studio/lab

Prerequisite(s): COU 630 or approval of program director or program coordinator.

Taught: Variable, check with department

The College Advising and Comprehensive School Counseling course provides advanced training in the eight components of college and career readiness recommended by the College Board and the National Office of School Counselor Advocacy. The course will provide a comprehensive, systemic approach for ensuring k-12 students have increased access to post-secondary opportunities and are given the tools necessary for achieving success in college.

COU 640 Counseling Techniques (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600 or COU 602 and admission to program.

Taught: Variable, check with department

Introduction to the knowledge, techniques, skills, and processes basic to initiating and conducting an effective counseling relationship; discussion and attention to the specific nature and process of helping, as well as the unique attitudes and skills required of the effective helper.

COU 641 Theories in Counseling and Psychotherapy (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program.

Taught: Variable, check with department

Examination of the major models of counseling and psychotherapy; theoretical integration; review of outcome research; common factors model; brief counseling models.

COU 642 Counseling Families and Couples (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 640, COU 641, and admission to program.

Taught: Variable, check with department

A review of issues related to family and couples and various theories of family counseling; theoretical foundations, ethical, and legal concerns will also be addressed.

COU 650 Theories and Practice of Group Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600 or COU 602, COU 640, COU 641 and Admission to program.

Taught: Variable, check with department

Theoretical and experiential introduction to the nature of group counseling, group dynamics, and group leadership; focus on principles of group dynamics include group process components, developmental stage theories, and group members'

roles and behaviors.

COU 654 School Counseling Services (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the school counseling program.

Taught: Variable, check with department

The organization, administration and delivery of school counseling services in grades K-12 (elementary, middle, and secondary schools).

COU 660 Assessment and Evaluation in Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program.

Taught: Variable, check with department

Basic statistical concepts and psychometric principles; examination of the most frequently used assessment procedures in counseling; outcome evaluation; multicultural issues; ethical and legal issues involved in the use of assessment procedures by licensed counselors.

COU 661 Evaluation of Mental Disorders (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 660 and COU 670.

Taught: Variable, check with department

Advanced Assessment.

COU 670 Diagnosis of Emotional and Mental Disorders (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 660, COU 672 and admission to program.

Taught: Variable, check with department

Examination of the major mental disorders in the current version of the DSM; development of diagnostic and case conceptualization skills; medical model of psychopathology; major theories of etiology & treatment; diagnostic principles; differential diagnosis; diagnostic errors; ethical & legal issues involved in clinical diagnosis.

COU 671 Treatment Planning in Counseling (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 670 or consent of instructor and admission to program.

Taught: Variable, check with department

Integration of diagnostic, case conceptualization, and treatment planning skills; review of best practice guidelines; empirically-supported treatments; outcome research; treatment manuals; treatment planning in a managed care context.

COU 672 Psychopathology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counselor Education Program.

Taught: Variable, check with department

Introduction to the field of psychopathology. Course topics will include historical conceptualizations of mental illness, major categories of mental disorders, and current taxonomic systems.

COU 673 Counseling At-Risk Populations (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the counseling programs.

Taught: Variable, check with department

This course will provide counseling students with a theoretical

foundation and working knowledge of contemporary counseling interventions for working systemically with at-risk individuals. Students will learn to assess at-risk behaviors, and will gain exposure to the developmental, contextual, ethical, and professional practice issues associated with them. Students will be introduced to prevention and intervention strategies, as well as means of fostering resiliencies within clients.

COU 674 Crisis Counseling and Crisis Intervention (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counseling Program(s).

Taught: Variable, check with department

This course provides an introduction to the theories, principles and concepts of crisis intervention, as well as an overview of the field's history and development. Particular attention is given to the various contemporary techniques of crisis intervention and resolution used in community, school, family and individual counseling settings, with the intent of helping students learn the practical skills necessary to work with people in crisis.

COU 675 Substance Abuse and Addictions (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counselor Education Program.

Taught: Variable, check with department

This course thoroughly examines substance abuse and addictions in multiple populations. Students will learn how to recognize the problems of substance abuse and addictions, the effects of drugs and addictions on the client and others, etiology, and counseling and treatment.

COU 678 Mental Health Systems and Supervision (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counselor Education Programs.

Taught: Variable, check with department

This course will provide counseling students with the knowledge and skills necessary to successfully operate in mental health care treatment systems. This course also provides an introduction to concepts, processes, and styles of supervision and offers students the opportunity to gain experience in providing supervision to other counselors in training.

COU 680 Research Methods and Program Evaluation (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Development of skills for critically evaluating the professional literature; hypothesis generation and testing; examination of quantitative and qualitative research designs; outcome and program evaluation; basic statistical procedures for analyzing data; professional communication of research results.

COU 690 Clinical Mental Health Practicum (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department Permission.

Taught: Variable, check with department

Supervised practice of direct counseling skills and related professional activities in counseling; an opportunity for the integration and application of student's cumulative developmental and clinical mental health knowledge base in an ethical, reflective, and culturally responsive manner. Students must successfully complete a minimum total of 100 clock hours with 40

hours of direct service to clients including individual and group counseling experiences; students will be required to present audio taped sessions in individual and/or group supervision; Satisfactory performance at the placement site and during on-campus class meetings must be demonstrated before students can proceed to Internship.

COU 691 Clinical Mental Health Counseling Internship (1-12 credits)

Hours: 1-12 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

An intensive counseling field placement in a mental health oriented setting under the direction of an approved on-site clinical supervisor as well as a member of the program faculty on campus. Students may repeat course until they have successfully accrued internship hours necessary to meet course requirements. May be repeated for additional credit, up to 12 semester hours.

COU 692 School Counseling Internship (1-12 credits)

Hours: 1-12 classroom + 0 lab/studio

Prerequisite(s): Permission of department.

Taught: Variable, check with department

An intensive counseling field placement in a school counseling oriented setting under the direction of an approved on-site clinical supervisor as well as a member of the program faculty on campus. Students may repeat course until they have successfully accrued internship hours necessary to meet course requirements. May be repeated for up to a total of 12 semester hours.

COU 693 School Counseling Practicum (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department permission required.

Taught: Variable, check with department

Supervised field experience in school counseling.

COU 694 Special Topics in Counseling (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Admission to counselor education programs or department permission.

Taught: Variable, check with department

In-depth study of contemporary topics in counseling. May be repeated for additional credit when topic varies. May be repeated for up to a total of 9 semester hours. See Schedule of Classes for current offerings.

COU 699 Independent Study: Counseling (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Admission to Counselor Education Program and consent of instructor prior to registration.

Taught: Variable, check with department

Individualized readings, research and/or projects relating to professional counseling and developed by students in consultation with faculty prior to registration. Not intended to substitute for any course offered on a regular basis. Repeatable when topics vary.

Computer Science

CSC 500 Object-Oriented Programming (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Department permission.

Taught: Variable-check w/department

Basic and intermediate object-oriented programming concepts and practice. Objects, classes, inheritance, polymorphism. Recursion. Exception handling. Use of container types. Graphical user interfaces.

CSC 501 Intermediate Programming Workshop (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Graduate standing; background in computer programming and data structures.

Taught: Variable, check with department

Analysis and efficient implementation of container types such as stacks, queues, hash tables and search trees ; sorting algorithms; computer organization concepts including binary representations and arithmetic, digital circuits, the CPU, memory and I/O system.

CSC 502 Advanced Programming Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program or admission to Secure Software Engineering certificate program.

Taught: Variable, check with department

High-performance OO and generic programming in C++; concurrent and distributed programming; STL; multi-paradigm design patterns; extensive practice with sophisticated programming projects.

CSC 507 Concepts of Programming Languages (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

History of high-level languages; grammars and the compilation process; axiomatic semantics; language design and implementation issues; procedural, object-oriented, functional, and logic programming paradigms; case studies in important contemporary languages.

CSC 515 Android Mobile App Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to the MSCS program.

Taught: Spring only

Introduces, explores and reinforces the Android app development language, environment and software development kit; examination of mobile applications and data sources; leveraging GUIs; examination of Android onboard sensors and hardware.

CSC 516 iOS Mobile App Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to the MSCS program.

Taught: Spring only

Introduces, explores and reinforces the iOS app development language for iPhones, environment and software development kit; examination of mobile applications and data sources; leveraging GUIs; examination of iPhone onboard sensors and hardware.

CSC 525 Artificial Intelligence (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

Concepts and techniques of artificial intelligence; heuristic search, expert systems, AI languages, natural language processing, and elementary neural networks.

CSC 533 Computer Networks (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

Circuit/packet switching networks, TCP/IP model, multimedia networks, socket programming, network protocol analysis and development.

CSC 539 Software Testing and Maintenance (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to the MSCS program.

Taught: Fall only

Techniques in computer software implementation, testing, configuration management and maintenance. Testing and maintenance of a large-scale software project by students working in teams.

CSC 540 Software Engineering (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program or admission to Secure Software Engineering certificate program and CSC 502.

Taught: Spring only

Techniques in computer software specification, design, implementation, testing, documentation, and maintenance; development of large-scale project by students working in teams.

CSC 550 Database Management Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

Database design, normal forms, concurrent processing, recovery, security, relational model, Structured Query Language, hierarchical and network models.

CSC 556 Advanced Web Application Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program or consent of MSCIT director.

Taught: Variable, check with department

Advanced technologies for developing web applications for business and industry. Focus on the design and development of scalable, robust, and extensible web applications; different frameworks for developing web applications and the software build process. Web component design and programming, data access, product packaging, and application deployment.

CSC 560 Operating Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Spring only

Internal structures and algorithms for file systems, I/O memory management and process scheduling; examples drawn from contemporary operating systems such as Unix and Windows.

CSC 562 Computer Architecture (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

Implementation of control unit and arithmetic-logic unit, microprocessor organization and design, main memory and cache organizations, I/O sub-system; RISC vs. CISC instruction sets, pipelining, parallel processing; mechanisms for evaluating computer architectures and microprocessor performance.

CSC 564 Design and Analysis of Algorithms (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Variable, check with department

Proofs of time and space bounds on important algorithms; advanced algorithms on graphs, sequences and sets; divide-and-conquer and dynamic programming; randomized algorithms; parallel algorithms.

CSC 580 Computer Graphics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program and MAT 234 or equivalent.

Taught: Variable, check with department

Real-time graphics programming using a contemporary 3D API; affine and projective transformations; illumination and shading algorithms; representation and rendering of meshes; 3D picking; clipping and frame- buffer techniques; object-oriented scene graphs.

CSC 582 Computer Security (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to the MSCS program or admission to the Secure Software Engineering certificate program.

Taught: Variable, check with department

Theory and algorithms of computer security, including security policies, access control, secure programming, identity and authentication, information flow, and information assurance techniques.

CSC 584 Cryptography (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Cryptology of classical ciphers, DES and AES, public key cryptosystems, authentication and cryptographic hash functions.

CSC 585 Theory of Computation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program.

Taught: Fall only

Regular and context-free grammars; Turing machines; recursive and recursively enumerable languages; uncomputability; the Chomsky hierarchy; complexity classes such as P, NP, and NP-complete.

CSC 594 Topics: Computer Science (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program and consent of instructor.

Taught: Variable, check with department

Various advanced topics.

CSC 599 Intermediate Independent Study (1-3 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS Program, consent of instructor.

Taught: Variable, check with department

Intermediate Independent Study.

CSC 601 Advanced Programming Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 502 or placement.

Taught: Variable, check with department

Practitioners' workshop on creative approaches to challenging, realistic programming problems; use of appropriate tools and critical evaluation of solutions.

CSC 625 Advanced Artificial Intelligence (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 525.

Taught: Variable, check with department

In-depth study of current topics in artificial intelligence such as machine learning, pattern recognition, intelligent agents, data mining, and natural language understanding. Specific topics may vary by semester.

CSC 640 Advanced Software Engineering (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 540.

Taught: Variable, check with department

Effective software development methods: software design, quality managing, improving the software process.

CSC 645 Software Interface Design and Human Factor (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 540.

Taught: Variable, check with department

Graphical user interfaces for computer applications; usability engineering research and practice; software tools; design and implementation projects.

CSC 650 Advanced Database Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 502 and CSC 550 or equivalent.

Taught: Variable, check with department

Continuation of CSC 550; advanced database programming and data modeling; object-based systems; parallel systems; data warehousing and other advanced topics.

CSC 660 Advanced Operating Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 560 and CSC 502.

Taught: Variable, check with department

Advanced operating system capabilities such as concurrency, networking, distributed file systems, clustering, and multiprocessing; case studies in design and internal organization of contemporary operating systems.

CSC 666 Secure Software Engineering (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 540, CSC 582.

Taught: Variable, check with department

Secure software development processes, threat modeling, security requirements and policies, secure architecture and design, secure coding principles, verification and validation of software security.

CSC 670 Social Implications of Computing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 hours of graduate level coursework in the MSCS or MBI pro-gram, or consent of instructor.

Taught: Variable, check with department

Social, ethical, and legal issues arising in development and dissemination of computer software and its associated technologies; critical thinking and written expression. Assumes experience in professional software development.

CSC 682 Advanced Computer Security (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 582.

Taught: Variable, check with department

Advanced topics in computer security including selections from the following areas: access control, cryptology of modern ciphers, critical infrastructure protection, information warfare, intrusion detection, language-based security, security protocols, software security, steganography, and usable security.

CSC 685 Logic and Computation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): CSC 585 and CSC 601.

Taught: Variable, check with department

Introduction to formal reasoning applied to computer science; propositional and predicate logic; algebraic specification of abstract data types; program correctness; survey of computability theory.

CSC 694 Advanced Graduate Topics Computer Science (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Regular admission to MSCS program and consent of instructor.

Taught: Variable, check with department

Various topics. May be repeated for credit when topics vary.

CSC 699 Independent Study/Directed Readings (1-3 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

CSC 797 Thesis Direction (1-6 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Consent of MSCS program director.

Taught: Variable, check with department

Guided thesis direction for students electing the thesis option for the MS in Computer Science.

CSC 798 Thesis Continuation (1-6 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Consent of MSCS program director and CSC 797.

Taught: Variable, check with department

The second semester of the guided thesis for students electing the thesis option for the MS in Computer Science.

College Student Development

CSD 610 Organization and Administration of Higher Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Students examine theories and practices relevant to understanding the organization and administrative activities of institutions of higher education.

CSD 640 Theories of College Student Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Examines and explores the major theories of student development. Discussion will be centered on the application of theories to the different types of student groups found on college campuses.

CSD 650 Student Affairs in Higher Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

The primary goal of this course is to provide a comprehensive introduction to the field of student affairs and its role within the context of American higher education.

CSD 689 Capstone Seminar: College Student (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600, COU 610, COU 640, COU 650, CSD 610, CSD 640, CSD 650.

Taught: Variable, check with department

Professional seminar designed to integrate the core curriculum and practical experiences, and to prepare students for the transition to professional positions.

CSD 691 Internship: College Student Personnel (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COU 600, COU 640, COU 650, CSD 610, CSD 640, CSD 650.

Taught: Variable, check with department

The internship in student personnel is designed to provide students with the opportunity to integrate cognitive learning with practical experiences in the area of student personnel services.

Doctor of Nursing Practice

DNP 800 Foundations of Theory and Research (5 credits)

Hours: 5 classroom + 0 lab/studio

Prerequisite(s): Acceptance in the DNP Program.

Taught: Variable - check w/department

Selected models, theories and conceptual frameworks from nursing and other disciplines will be evaluated for their utility in advanced nursing practice. This course serves as a foundation for clinical courses and explores the underpinnings for nursing knowledge relevant to the role of the Doctor of Nursing Practice. Quantitative and qualitative research methods will be critiqued and evaluated related to practice to answer clinical and organizational questions.

DNP 801 Epidemiology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into DNP program

Taught: Variable - check w/department

Acquire knowledge/skills in the use of epidemiology in advanced nursing practice. Content includes practical applications, exploration of study designs, screening for disease in the community, and the role of culture in epidemiology, with evaluation of the impact of disease and illness on vulnerable populations. Ethical, legal, and historical issues are explored.

DNP 802 DNP Role Development (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Acceptance into DNP program.

Taught: Variable - check with department

This class focuses on leadership theory and the advanced practice nurse leadership role. Topics to be explored include the professional role of the Doctor of Nursing Practice, social justice, collaboration, communication, diversity, as well as other pertinent areas for leaders. Skills developed in this course will prepare participants for their future roles as leaders in the nursing profession.

DNP 803 Leadership in Organizations and Systems (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): DNP 800

Taught: Variable - check with department

Examination of selected organizational science theories and selected variables that impact the performance of health care enterprises such as structure, culture, processes, communication, and leadership. Nursing is examined as a subsystem of the healthcare enterprise.

DNP 804 Economics & Fin. Aspects of Healthcare (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MHI 815 and DNP 803.

Co-requisite(s): DNP 807.

Taught: Spring only

This course focuses on application of health care management systems, and health care informatics developing and evaluating health care deliveries. Students will develop skills necessary to improve healthcare outcomes through cost-effective practices. This class covers economic theory, health care management models, and cost-benefits.

DNP 805 Strategic Analysis for Quality Improvement (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): DNP 804

Taught: Variable - check with department

Strategic Analysis for Quality Improvement explores assessing outcomes of advanced nursing practice for patient populations, communities, and healthcare systems. Students will assess and identify outcome measurement important to advanced nursing practice.

DNP 806 Program Development Implementation and Evaluation (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): DNP 800

Taught: Variable - check with department

This course explores evaluation concepts for health care programs. Students will evaluate program planning, evaluative

models and theories and analyze the implications of implementation, change, and evaluation for a program.

DNP 807 Leadership in Educational Activities (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): DNP 800

Taught: Variable-check w/dept

This class will explore some fundamental concepts and strategies to utilize for effective teaching whether one to one or larger groups of individuals. In this course, an overview of educational measurement and evaluation is provided. Methods of evaluating teaching effectiveness, participant learning, and performance are explored.

DNP 808 Health Care Policy (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): DNP 800

Taught: Variable - check with department

Students will be able to critically evaluate the relationship between health care legislation and the development of economic, political, social, and ethical issues that impact nursing and patient populations. The goal of this course will be to prepare nurses to be effective in changing policies at the local, state, and national levels.

DNP 814 Research Methods: Analysis & Application (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): DNP 800.

Taught: Spring only

This course explores research design and methodology that can be applied in advanced nursing practice for data driven decision-making. Students will analyze research designs, research studies, and data collection methods. Data will be analyzed using SPSS. Students will apply research methodology and data analysis skills for practical application to a healthcare environment as the DNP is expected to be a leader in their future nursing practice.

DNP 820 Integrative Application of EBP I (1-2 credits)

Hours: 1 classroom + 6-12 lab/studio

Prerequisite(s): STA 814 and DNP 801.

Co-requisite(s): DNP 802.

Taught: Summer only

This class provides the student with the necessary information to identify, develop, implement, evaluate and disseminate an independent analytic scholarly project focusing on problems of practice within specific populations. This course is centered on the students' topic of interest. The student must complete 100 hours in the clinical area.

DNP 821 Integrative Application of EBP II (1-2 credits)

Hours: 1-2 classroom + 0 lab/studio

Prerequisite(s): MHI 815 and DNP 803.

Co-requisite(s): DNP 804.

Taught: Spring only

This class continues with the students' portfolio which builds on the necessary information to identify, develop, implement, evaluate and disseminate an independent analytic scholarly project focusing on problems of practice within specific populations. This course is centered on the students' topic of interest. The student must complete 100 hours in the clinical area.

DNP 822 Clinical Residency Capstone/Dissertation (1-3 credits)

Hours: 3 classroom + 19-25 lab/studio

Prerequisite(s): DNP 820 and DNP 821.

Taught: Spring only

This class includes the last 300 of the 500 clinical hours required. The DNP program culminates in the successful completion of a capstone project, which is designed by the student in collaboration with a 3- member committee. The scholarly project must be a significant, evidence- based contribution to existing nursing knowledge and be suitable for publication in a peer reviewed journal or a book. The evidence based practice project is a scholarly process to address a clinical or system problem relevant in nursing aimed at improving healthcare practice and outcomes.

DNP 850 Chemistry and Physics for Anesthesia (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program.

Taught: Variable-check w/department

This course examines fundamental principles of chemistry, biochemistry, and physics applying to anesthesia practice and pharmacological agents. The scientific laws predicting behaviors of solids, liquids, gases, and vapors are emphasized. Other topics include anesthesia delivery systems, anesthetic agents, flammability, CO₂ absorption, electricity among others.

DNP 851 Pro Aspects/Role Dev in Nurse Anesthesia (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program.

Taught: Variable-check w/department

This course focuses on the professional role development of the nurse anesthetist as a clinician, leader and clinical scholar with a population focus of the family and individual across the lifespan. Topics include evidence based practice, history of nurse anesthesia, scope and standards of practice, ethics, legal, regulation of practice, business of anesthesia, practice management, reimbursement methodologies and payment policies, chemical dependency, wellness, structure and function of the state, national and international nurse anesthesia organizations, interdisciplinary collaboration, cultural competence, advocacy, and others related to the professional role.

DNP 852 Basic Principles of Anesthesia I (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 850 ,DNP 851 , BIO 868 and BIO 880.

Taught: Variable-check w/department

First of two basic principles courses providing an analysis of fundamental principles of anesthesia management and practice with an emphasis on best practices and the safe use of anesthesia delivery systems and related equipment. AANA Standards for Nurse Anesthesia Practice and theory are synthesized emphasizing culturally competent individualized care across the life span. Topics include patient safety, perianesthesia continuum, critical thinking, communication, leadership, and professional role. Content focuses on preoperative assessment and preparation; equipment, instrumentation, and technology; airway equipment/management; fluid/blood replacement; interpretation of data; positioning; general anes-

thetia; and documentation. Patient simulation labs will be utilized for developing psychomotor skills.

DNP 853 Basic Principles of Anesthesia II (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 852, DNP 854 and BIO 869.

Taught: Variable-check w/department

Second of two basic principles courses that synthesizes the AANA Standards for Nurse Anesthesia Practice and theory with an emphasis on providing culturally competent individualized anesthesia care across the life span including topics addressing patient safety, the perianesthesia continuum, critical thinking, communication, leadership, and professional role. Content will focus on advanced airway management, regional anesthesia techniques, monitored anesthesia care and conscious sedation, pain management and theory, post-anesthesia care, respiratory therapy, and other related anesthesia techniques. Patient simulation labs will be utilized to develop psychomotor skills, along with introduction to the operating room providing the foundation for clinical courses.

DNP 854 Advanced Health Assessment (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 850 , DNP 851 , BIO 868 and BIO 880.

Taught: Variable-check w/department

This course is designed to develop and enhance advanced health assessment skills of the practitioner for family/individual across lifespan. Integration and application of appropriate diagnostic data and monitoring as well as psychosocial, pathophysiologic changes and cultural differences will be utilized in the development of a comprehensive history and physical assessment. A systems based approach will be utilized with selection of specific monitoring, ongoing patient assessment, and intervention during the perioperative period will be discussed.

DNP 855 Advanced Pharmacology I (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 852 ,DNP 854 and BIO 869.

Taught: Variable-check w/department

This is the first of a two course sequence designed to provide the student with a comprehensive in-depth analysis of the principles of pharmacology including pharmacokinetics, pharmacodynamics, and pharmacotherapeutics of a broad category of drugs, focusing on anesthetic agents and adjuvant drugs used in the evidence based practice of anesthesia.

DNP 856L Introduction to Clinical Practicum (1 credit)

0 classroom hours + 1 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 852, DNP 854 and BIO 869.

Taught: Variable-check w/department

This course is designed to introduce students to clinical practice with an emphasis on applying theoretical knowledge gained in Basic Principles of Anesthesia I and simulation lab into the advanced practice role of the nurse anesthetist. Focus will be on equipment setup, patient assessment, anesthetic planning and management of patients, and the perioperative environment.

DNP 860L Anesthesia Practicum I (3 credits)

0 classroom hours + 3 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 853 , DNP 855 and DNP 856L.

Taught: Variable-check w/department

This is the first of six clinical practicum courses designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum builds on Introduction to Clinical Practicum with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to the family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Novice Level.

DNP 861L Anesthesia Practicum II (4 credits)

0 classroom hours + 4 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 853 , DNP 855 and DNP 865.

Taught: Variable-check w/department

This is the second of six clinical practicum courses designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum is a continuation of Anesthesia Practicum I with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Advanced Beginner Level.

DNP 862L Anesthesia Practicum III (4 credits)

0 classroom hours + 4 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program and DNP 864 and DNP 861L.

Taught: Variable-check w/department

This is the third of six clinical practicum courses designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum is a continuation of Anesthesia Practicum II with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Advanced Beginner Level.

DNP 863 Advanced Principles of Anesthesia I (4 credits)

4 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 861L and DNP 864.

Taught: Variable-check w/department

The first of two advanced principles of anesthesia courses building on prior Basic Principles of Anesthesia I & II. AANA Standards for Nurse Anesthesia Practice and theory are synthesized with an emphasis on providing culturally competent individualized anesthesia care across the life span including

topics addressing patient safety, the perianesthesia continuum, critical thinking, communication, leadership, and professional role. Best practices, based on research evidence, are analyzed in providing anesthesia care to a diverse population with/without coexisting diseases undergoing surgical/medical procedures related the following organ systems: cardiovascular; respiratory; neurosurgical; hepatic; gastrointestinal; and renal.

DNP 864 Advanced Principles of Anesthesia II (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 853, DNP 855 and DNP 856L.

Taught: Variable-check w/department

This is the second of two advanced principles of anesthesia courses and builds on prior Basic Principles of Anesthesia I & II. The AANA Standards for Nurse Anesthesia Practice and theory are synthesized with an emphasis on providing culturally competent individualized anesthesia care across the life span including topics addressing patient safety, the perianesthesia continuum, critical thinking, communication, leadership, and professional role. Best practices, based on research evidence, are analyzed in providing anesthesia care to obstetrical, neonate and pediatric populations with or without coexisting diseases.

DNP 865 Advanced Pharmacology II (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 860L, DNP 863, and DNP 864

Taught: Variable-check w/department

This is the second of a two course sequence designed to provide the student with a comprehensive in-depth analysis of the principles of pharmacology including pharmacokinetics, pharmacodynamics, and pharmacotherapeutics of a broad category of drugs, focusing on anesthetic agents and adjuvant drugs used in the evidence based practice of anesthesia.

DNP 868 Physiology and Pathophysiology I (4 credits)

4 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Doctor of Nursing Practice Program.

Taught: Variable-check w/department

First of a sequential two (2) course systems based approach designed to provide the student with an in-depth study of advanced human physiology and pathophysiology across a lifespan. Integrative regulatory mechanisms responsible for homeostasis will be presented serving as the foundation for clinical assessment, decision making and management in advanced practice. Please note: No advanced standing or transfer credits will be accepted for either Physiology and Pathophysiology I or II.

DNP 869 Physiology and Pathophysiology II (4 credits)

4 classroom hours + 0 lab/studio hours

Prerequisite(s): BIO 868 and DNP 868

Taught: Variable-check w/department

Second of a sequential two (2) course systems based approach designed to provide the student with an in-depth study of advanced human physiology and pathophysiology across a lifespan. Integrative regulatory mechanisms responsible for homeostasis will be presented serving as the foundation for clinical assessment, decision making and management in ad-

vanced practice. Please note: No advanced standing or transfer credits will be accepted for either Physiology and Pathophysiology I or II.

DNP 870L Anesthesia Practicum IV (4 credits)

0 classroom hours + 4 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program and DNP 862L

Taught: Variable-check w/department

This is the fourth of six clinical practicum courses designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum is a continuation of Anesthesia Practicum III with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Competent Level.

DNP 871L Anesthesia Practicum V (6 credits)

0 classroom hours + 6 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program and DNP 870L

Taught: Variable-check w/department

This is the fifth of six clinical practicum courses designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum is a continuation of Anesthesia Practicum IV with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Competent Level.

DNP 872L Anesthesia Practicum VI (6 credits)

0 classroom hours + 6 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 871L and DNP 873

Taught: Variable-check w/department

This culminating clinical practicum is designed to integrate evidence based practice and clinical skills into the art and science of anesthesia. The practicum is a continuation of Anesthesia Practicum V with students demonstrating progressive acquisition of cognitive, affective and psychomotor knowledge and skills relevant to the advanced practice role of the nurse anesthetist. The practicum follows AANA Standards for Nurse Anesthesia Practice affording the student the opportunity to provide anesthesia care to family/individual across lifespan for a variety of surgical/medical procedures. Clinical integration conferences are included weekly. Expected student performance is at the Proficient Level.

DNP 873 Anesthesia Seminar I (2 credits)

2 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program and DNP 870L

Taught: Variable-check w/department

This is the first of a two (2) course sequence designed to integrate theory into practice through synthesizing current evidence based literature with application to clinical practice. The seminar examines contemporary anesthesia literature, encouraging discussion and critical thinking of clinical experiences, case presentations and morbidity and mortality conferences through student presentations. During this seminar students begin a structured comprehensive review of all anesthesia specialty courses.

DNP 874 Anesthesia Seminar II (2 credits)

2 lecture hours + 0 lab/studio hours

Prerequisite(s): Admission to the Nurse Anesthesia Program, DNP 871L and DNP 873

Taught: Variable-check w/department

This is the second of a two (2) course sequence designed to integrate theory into practice through synthesizing current evidence based literature with application to clinical practice. The seminar examines contemporary anesthesia literature, encouraging discussion and critical thinking of clinical experiences, case presentations and morbidity and mortality conferences through student presentations. During this seminar students continue a structured comprehensive review of all anesthesia specialty courses.

DNP 880 Anatomy for Anesthesia (4 credits)

4 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission into the Doctor of Nursing Practice Program.

Taught: Variable-check w/department

A comprehensive study of major anatomical structures of the human body using prosected cadavers. Emphasis is placed on the respiratory, cardiovascular and peripheral nervous systems specifically as they relate to the clinical practice of nurse anesthetists.

DNP 896 Practicum/Project (1 credit)

Hours: 0 classroom + 1 lab/studio

Prerequisite(s): DNP 802 or DNP 851

Taught: Variable - check with department

This class provides the student with the necessary information to identify, develop, implement, evaluate and disseminate an independent analytic scholarly project focusing on problems of practice within specific populations. This course is centered on the students' topic of interest. The student must complete 100 hours in the clinical area. The course is to be taken/repeated five times throughout the program.

DNP 897 Continuing Credit for Capstone/Dissertation Document (1 credit)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): DNP 896

Taught: Variable - check with department

Continuing enrollment for students needing more than one semester to complete DNP 822-III. There will be four consecutive semesters to complete this document including DNP 822-III. Students will already have completed the clinical requirements to meet the mandated 500 hours of specialty training that is one of the hallmarks of a DNP graduate.

Economics

ECO 580 Economics for Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

A conceptual framework for the study of economics and overview relating to the basic economic problem, economic systems, resource allocation, economic growth and stability, economic institutions, and goals. Foundation course intended for classroom teachers with little or no background in economics. Open only to students majoring in education. Repeatable for credit when topics vary.

ECO 594 Topics: Teaching Economics (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Summer only

Strategies and activities for teaching economics and selected economic topics at the elementary and secondary levels; instructional resources and their effective use in the classroom; sample curriculum guides; curriculum development activities. Repeatable for credit when topics vary. Open only to students majoring in education.

ECO 610 Business and Changing Global Environment (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MBA program or permission of MBA director.

Taught: Fall and spring

Nature of the business organization; broad, integrated view of contemporary issues and environments in which businesses operate; themes to be carried forward throughout the MBA program, including global nature of business, total quality management, and legal and social responsibilities of business.

ECO 625 Managerial Economics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MBA program or consent of MBA director.

Taught: Fall and spring

Examination of the three key elements of organizational architecture-decision rights, incentive systems, and control systems; application of transaction cost theory to organizational behavior and corporate governance.

ECO 694 Selected Topics in Economics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ECO 625.

Taught: Variable, check with department

Study of a selected contemporary area in economics; Topic listed in Schedule of Classes. Repeatable for a maximum of 6 semester hours if topics differ. Open only to MBA students.

ECO 699 Independent Study: Economics (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): ECO 625.

Taught: Variable, check with department

Specialized aspect or topic in economics chosen by student and appropriate faculty member. Subject to academic regulations pertaining to independent study as given in MBA catalog. Open only to MBA students.

Education Administration

EDA 602 Leadership in Contemporary Schools (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall, spring, and summer

This course is an introduction to school leadership. Students will engage in a thorough investigation of contemporary leadership research, scholarship, theory, and practice. This course will introduce the concept of "transformative" change in schools, classrooms, and in individuals. Participants will create personal and professional growth plans to enhance their effective-ness.

EDA 624 Technology and Best Practices for School Improvement (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program.

Taught: Variable, check with department

Identifying the best practices of school improvement documented by research; application of these practices to diverse school contextual setting; practice and application in researching worldwide school improvement activities and research through internet searches and library databases.

EDA 639 The School Superintendency (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program or consent of instructor.

Co-requisite(s): EDA 679.

Taught: Variable, check with department

The course will be conducted in a Professional Learning Community environment and format. Class participants will be expected to establish a shared vision, a set of values required to achieve the vision, and two/three critical goals to be accomplished during the course. These goals should be measurable and able to document the fact that students were successful in acquiring the appropriate knowledge, understanding, and applications for the role of the superintendency.

EDA 640 Legal and Parent Issues in Special Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

To participate in the delivery of a free and appropriate public education for children with disabilities and to understand the roles and responsibilities of the school administrator in maximizing educational results for children with and without disabilities.

EDA 649 School System Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to superintendent program or consent of instructor.

Co-requisite(s): EDA 680.

Taught: Variable, check with department

Study of overall school district management and operations including administration of auxiliary services; federal programs, financial management, and human resources.

EDA 659 Strategic Management in Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to superintendent program or consent of instructor.

Co-requisite(s): EDA 681.

Taught: Variable, check with department

Designed to assist those desiring to be certified as a school superintendent to understand, appreciate and acquire strategic planning skills. The ability to plan, acquiring the skills needed in formulating plans and demonstrating the ability and skills to execute plans are all critical skills and tools individuals must possess to successfully perform in the role of a public school super-intendent.

EDA 679 School Superintendent Practicum I (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to superintendent program or consent of instructor.

Co-requisite(s): EDA 639.

Taught: Variable, check with department

Study and observation of the role and responsibilities of the superintendent are the key components of the practicum experience. Students are required to spend time in field settings.

EDA 680 School Superintendent Practicum II (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to school superintendency certificate program or consent of instructor.

Co-requisite(s): EDA 649.

Taught: Variable, check with department

Study and observation of the role and responsibilities of the school superintendent in practice. Students are required to spend time in field settings.

EDA 681 School Superintendent Practicum III (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to superintendent program or consent of instructor.

Co-requisite(s): EDA 659.

Taught: Variable, check with department

Study and observation of the role and responsibilities of the school superintendent in practice. Students are required to spend time in field settings.

EDA 694 Special Topics in Educational Leadership (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Taught: Variable, check with department

A specific aspect of concern to the educational leadership or district administration populations. May be repeated for additional credit when topic varies. May be repeated for up to a total of 9 semester hours. See Schedule of Classes for current offerings and prerequisites.

EDA 699 Independent Study in Educational Leadership (1-3 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Department Permission.

Taught: Variable, check with department

A specific aspect of concern to the educational leadership or district administration populations. May be repeated for additional credit when topic varies. May be repeated for up to a total of 9 semester hours. See Schedule of Classes for current offerings and prerequisites.

EDA 704 Education Leader as Culture Builder: Roles and Responsibilities in a PLC (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and summer

In this course, candidates assess school culture and its impact on student learning and school performance to determine areas of assistance needed. Candidates study ways to engage stakeholders to determine impact of student performance and what is needed for improvement.

EDA 705 Education Leader as Culture Builder: Fieldwork (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and summer

This course focuses on field experiences in educational administration and leadership at the early elementary, middle school, secondary or district level. Emphasis is upon organization, administration and leadership of schools.

EDA 706 Educational Leader: Designing Curriculum (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and spring

In this course, candidates will focus on increasing student learning through effective leadership strategies. Candidates collect and analyze authentic student work and use current research and practices to identify effective and diverse strategies and develop intervention plans.

EDA 707 Educational Leader: Fieldwork (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and spring

In this course, candidates will focus on increasing student learning through the application of effective leadership strategies. Under the supervision of a school principal and an N.K.U. faculty member, Candidates will engage in Fieldwork related to the following course objectives.

EDA 708 Education Leader as Assessor: Data Informed Decision Making (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and spring

In this course, candidates will develop an understanding of Kentucky's various curriculum and instruction documents. Candidates will identify and use appropriate research based intervention strategies for addressing student needs. Candidates will also use a variety of protocols to promote teacher collaboration in analyzing student work.

EDA 709 Education Leader as Assessor: Fieldwork (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and spring

In this course, candidates will develop an understanding of Kentucky's various curriculum and instruction documents. Candidates will identify and use appropriate research based intervention strategies for addressing student needs. Candidates will also use a variety of protocols to promote teacher

collaboration in analyzing student work. Under the supervision of a school principal and an N.K.U. faculty member.

EDA 711 Education Leader as Supervisor: Building Teacher Capacity (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Variable, check with department

Candidates will develop relationships with families and develop partnerships with community stakeholders to leverage resources to support shared goals and objectives. Candidates will identify stakeholders who are representative of the community served by the school. Candidates will study how to work collaboratively to assess the concerns, needs, and issues of families served by the school; and know how to monitor resource allocation and program implementation to assess and adjust if necessary.

EDA 712 Education Leader as Supervisor: Fieldwork (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Variable, check with department

In this course, candidates will study staff selection, personnel evaluation, work conditions and environment, and professional development. These are interrelated processes that influence the culture of the learning environment. Principals should know and use the characteristics of effective teachers to successfully conduct staff selection, evaluation, and professional development processes.

EDA 713 Education Leader as Manager: School Improvement Plans (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Variable, check with department

The focus of this course is instructional leadership-the delivery of an effective instructional program that results in high levels of student achievement. Candidates will study the organizational vision and mission, school improvement planning and implementation. Candidates will also study basic management skills that foster student safety, learning and achievement.

EDA 714 Education Leader as Manager: Fieldwork (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and spring

Candidates will study the organizational vision and mission, school improvement planning and implementation by successfully completing field projects.

EDA 715 Education Leader as Facilitator: Leveraging Community Systems and Resources (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist

Taught: Summer only

Candidates will develop relationships with families and develop partnerships with community stakeholders to leverage resources to support shared goals and objectives. Candidates will identify stakeholders who are representative of the community served by the school. Candidates will study how to work collaboratively to assess the concerns, needs, and is-

sues of families served by the school; and know how to monitor resource allocation and program implementation to assess and adjust if necessary.

EDA 716 Education Leader: Legal & Ethical Perspectives (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Summer only

In this course, candidates will assess school culture and its impact on student learning and school performance to determine areas of assistance needed. Candidates will study ways to engage stakeholders to determine impact of student performance and what is needed for improvement.

EDA 717 Principal as Practitioner I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Ed.S. degree in Educational Leadership.

Taught: Fall only

This is the first of two classes for candidates who have completed the thirty-hour Education Specialist degree program. This class will provide support for first year principals and assistant principals. For graduates who do not move into principal jobs, this class will keep them their knowledge current. Candidates will study the newest education laws, finance, curriculum, teacher evaluation, and learn the many resources that are available to schools. This class will be set up in modules including work on Blackboard, research, webinars.

EDA 718 Principal as Practitioner II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Completion of Ed.S. degree in Educational Leadership.

Taught: Spring only

This is the second of two classes for candidates who have completed the thirty-hour Education Specialist degree program. This class will provide support for first year principals and assistant principals. For graduates who do not move into principal jobs, this class will keep their knowledge current. This class will be in the spring semester for new principals and assistant principals. This class will be set up in modules including work on Blackboard, research, webinars and face to face.

EDA 719 School Finance and Budgeting (3 credits)

3 classroom hours + 0 lab/studio hours

Taught: Fall Only

This course is designed to introduce and study trends in school finance and school business management. The course content covers practices at the local, state, and national levels.

EDA 791 Education Leader as Researcher: Designing Collaborative Action Research (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Fall and summer

In this course, candidates will learn to conduct action research that will be used throughout coursework and in the development of the capstone project.

EDA 792 Education Leader as Researcher: Theory to Practice (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): Admission to Education Specialist.

Taught: Variable, check with department

The two semester Capstone experience allows candidates to explore an independent project under the close supervision of a local school administrator and NKU faculty member. The project may take many forms, from a substantial research paper to a significant creative project. The Capstone Project should reflect intellectual rigor and a pursuit of excellence. Candidates will be required to present the highlights of their Capstone Project to University faculty, Site Based Councils, and/or district level administrators.

EDA 794 Special Topics in Educational Leadership (1-6 credits)

1-6 classroom hours + 0 lab/studio hours

Prerequisite(s): Department permission.

Taught: Variable-check w/department

Specific topics for in-depth study by students in the Education Specialist or Educational Leadership Programs. Course hours vary from one (1) to six (6) depending on content and topic of course. May be repeated for additional credit when topic varies. May be taken for up to nine (9) hours of credit.

EDA 799 Independent Study in Advanced Educational Leadership (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Department Permission.

Taught: Fall, winter, spring and summer

A specific aspect of concern to the educational leadership or district administration populations. May be repeated for additional credit when topic varies. May be repeated for up to a total of 9 semester hours. See Schedule of Classes for current offerings and prerequisites.

Education Leadership

EDD 801 Leadership: Personal and Professional Perspectives (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course introduces learning associates to the educational leadership doctoral program and the multiple facets of leadership from an interdisciplinary perspective. The seminar provides a framework for the learning associate to further develop the knowledge, skills, and dispositions required of leaders for 21st century educational organizations. It is designed to encourage the investigation of the learning associate's leadership assumptions, behaviors, and goals and to begin planning to improve leadership effectiveness.

EDD 802 Contemporary Issues in Regional Stewardship (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Explore contemporary issues in education as they impact regional stewardship and civic engagement. The course is designed to examine the existing and emerging knowledge base for stewardship and service learning within community organizations. Special emphasis is given to the impact of the interaction among organizational culture, leadership styles and

change, and how they affect the community. Learning Associates will select and design and implement a project as a cohort and design a strategic plan including program evaluation.

EDD 803 Transformational Leadership (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course is designed for learning associates with knowledge and strategies to foster "transformative" change in schools, organizations, and in individuals. It will focus on the human or dispositional elements that allow educational leaders to foster higher levels of performance with clearly above average results. Participants will explore their own dispositions as well as those of great leaders and will create personal Dispositional Growth Plans to enhance their effectiveness.

EDD 810 Introduction to Action Research, Academic Writing and the Dissertation Process (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Learning associates will be introduced to the process of dissertation action research including the development of their proposal that will become the focus of their research. Learning associates will develop academic writing skills and skills in critiquing their research literature as well as strategies for developing research ideas.

EDD 811 Qualitative Research (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Learning associates will be introduced to qualitative research related to the development of an action research dissertation study. Topics will include research paradigms for qualitative designs; developing surveys; questionnaires; developing questions for and analyzing interviews; and interpreting qualitative research studies. Learning associates will analyze readings that focus on qualitative research designs.

EDD 812 Understanding Statistics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Learning associates will understand how to use, apply, and interpret t-tests, correlation and regression, one-factor ANOVA, and Chi-Square. Learning associates will also examine and be able to interpret multi-factor ANOVA, regression and ANCOVA. Learning associates will analyze readings that focus on inferential statistics as well as those which focus on mixed methods (qualitative and quantitative research designs).

EDD 821 Organizations as Social Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course examines contemporary theories, practices and research in planning, managing and assessing change in organizations as social systems. Particular emphasis will be placed on assessing the utility of theories based on previous and emerging research and deriving implications for professional practice.

EDD 822 Legal and Ethical Issues for Educational Leaders (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course provides a case study approach to understand

current legal and ethical issues for leaders in educational environments.

EDD 825 Performance Appraisal: Evaluating People and Programs (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course addresses the theories, professional approaches, and understandings from various psychological perspectives as they relate to developing, leading, and managing people and programs. Emphasis will be on best practices from the educational, social sciences and management professions for sustaining an organization's capacity for continuous growth.

EDD 829 Regional Stewardship: A Collaborative Project (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course is experiential in nature and focuses on leadership and group processes through collaboration on a regional educational leadership project. Learning associates will acquire and apply knowledge, skills, and dispositions in an immediate and relevant setting. Topics include examining core values in the leadership process, group problem solving, leadership styles, decision making, power and influence, conflict management, ethical dilemmas, and community building.

EDD 830 Transformative Curriculum Design (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course focuses on an in-depth study of current theory and research about curriculum design and its relationship to developing and sustaining professional learning communities. Through a process of discussion, reflection, reading, discovery, designing, and sharing of experiences, learning associates will develop a platform of beliefs about curriculum design. They will develop an authentic curriculum for their workplace and engage in the analysis of data to determine learning needs and outcomes of their clients. They will design a substantive, ongoing professional development plan for their workplace.

EDD 832 Leading Through Technology (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course explores theories, models, research, practical applications, current issues, and current approaches to educational technology leadership. By focusing on the integration of technology into curriculum, pedagogy, school organization management, and school organization leadership the course exposes leaders to a wide variety of 21st century technology issues. The course covers current topics and research in educational technology as well as practical applications of technology skills essential for all school organization leaders in the digital age.

EDD 833 Leadership in Multi-Cultural Society (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course is designed to prepare learning associates at all levels of leadership to be able to understand cultural adaptability and critical race theory. Learning associates will develop new and analyze existing curriculums and policies that focus

on multiculturalism and social justice. They will explore dimensions of gender, race, and social-class equity in the workplace. Learning associates will develop approaches to multicultural reforms by completing a site specific proposal with a strategic action plan that will address multicultural issues in their workplace.

EDD 840 History of US Higher Ed & Current Issues (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership with specialization in higher education or permission of instructor.

Taught: Variable, check with department

An examination of the development of American higher education, its origin, major characteristics, trends, distinctive features and challenges; current research, theory, policies and practices and critical issues facing higher education today.

EDD 841 Understanding the US College Student (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership with specialization in higher education or permission of instructor.

Taught: Variable, check with department

Examines the changing demographics and characteristics of the American college student with a focus on strategies for enhancing student success.

EDD 842 Organization and Admin of Higher Ed (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership with specialization in higher education or permission of instructor.

Taught: Variable, check with department

Shared governance, the role of governing and coordinating boards, unit and university level responsibilities, organizational alignment, strategic planning, policy development, resource procurement and management, change management, crisis management.

EDD 843 International Higher Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership with specialization in higher education or permission of instructor.

Taught: Variable, check with department

A comparative study of higher education systems throughout the world and their relationship to American higher education. Best practice in the inter-nationalization of higher education.

EDD 849 Dissertation Seminar (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Learning associates will develop their action research dissertation proposal. Topics will include integration of research methodology, measurement and statistics; research ethics; IRB application; time management; and navigating through the dissertation project. (This course may be repeated once.)

EDD 894 Special Topics in Doctor of Education in Ed. Leadership (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership or program director approval.

Taught: Variable, check with department

A specific aspect of concern to the educational leadership or a contemporary issue appropriate for doctoral level study. May be repeated for additional credit when topic varies. May be repeated for up to a total of 12 semester hours. See Schedule of Classes for current offerings.

EDD 898 Dissertation Research (1-12 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Learning associates will continue to develop dissertation topics with their Leader Scholar Community (LSC). The LSC will meet monthly during fall and spring semesters and as needed in the summer sessions during the dissertation research process.

EDD 899 Independent Study (1-12 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Admission to the Doctor of Education in Educational Leadership.

Taught: Variable, check with department

Specific topics for in-depth study by doctoral students. May be repeated for additional credit when topic varies. May be repeated for up to a total of 9 semester hours. Independent studies must be arranged by learning associate with an NKU faculty member and approved by the learning associate's advisor.

Education Graduate

EDG 602 Technology in Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Uses of technology for educators; effects of technology on classroom and curriculum; evaluation of software; telecommunications; introduction to programming language; use of word processing, databases, and spread-sheets.

EDG 603 Selected Topics in Technology in Education (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

Topics and issues in technology in education for teachers. May be repeated for credit when topics vary.

EDG 605 Introduction to Educational Research for School Leaders (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDG 607 and EDA 602.

Taught: Variable, check with department

Introduction to education research enabling candidates to become effective consumers and users of research in education. It will improve candidates' ability to apply research findings appropriately in school settings and will lay a foundation for an original action research project.

EDG 606 Leadership in a Diverse Society (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall, spring, and summer*

Research, theory, policy, and practice in multicultural and diversity education; recognizing race, class, gender, learning, and linguistic diversity within home, schools, and community settings; developing and demonstrating culturally relevant and responsive approaches to meeting the needs of students.

EDG 607 Orientation to MAED Teacher as Leader (0 credits)*Hours: 0 classroom + 0 lab/studio**Co-requisite(s): EDA 602.**Taught: Fall, spring, and summer*

Orientation to the Master of Arts in Education Teacher as Leader program including graduate policies and procedures, selection of a specialization/endorsement, advising services, certification, educator dispositions, professional behaviors, online learning, and the action research sequence.

EDG 615 Instructional Design and Curriculum for School Leaders (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 607 and EDA 602.**Taught: Fall, spring, and summer*

Research-based best practices and models of instructional design to meet the needs of all learners in a school setting.

EDG 620 Learning and Motivation (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course addresses principles of cognitive psychology and brain research for the purpose of improving P-12 student learning and motivation with applications to curricula, learning environments and instructional strategies.

EDG 621 Introduction to Gifted Education (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Historical, philosophical, and psychological foundations of special educational provisions for high-ability students; characteristics, identification, and typical school programs.

EDG 623 Teaching Creative Higher-Level Thinking (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Theories of creativity and problem solving; identifying creative potential; classroom strategies and curriculum materials related to creativity and higher-level thinking.

EDG 624 Pupil Assessment and Evaluation (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall and summer*

Various types of pupil assessment and the use and interpretation of each; mastery learning; criterion referenced tests; competency based instruction and evaluation; selection and use of standardized tests; construction of classroom tests.

EDG 625 School Programs for Gifted Students (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 621 and EDG 623.**Taught: Summer only*

Theoretical bases and model school programs for high-ability

students; procedures for planning and implementing special educational provisions for gifted students; curriculum design and teaching strategies.

EDG 627 Seminar and Field Experiences in Gifted Education (3 credits)*Hours: 2 classroom + 2 lab/studio**Prerequisite(s): EDG 621, EDG 623 and EDG 625.**Taught: Summer only*

Research and discussion of critical problems in gifted education; application of knowledge and skills in gifted education in one or more settings with gifted students; planning, supervised teaching, and advocacy techniques.

EDG 629 Special Topics in Gifted Education (1-6 credits)*Hours: 3-6 classroom + 0 lab/studio**Prerequisite(s): Varies by topic**Taught: Variable, check with department*

In-depth study of one dimension of recent research, theory, and curriculum design, or teaching strategies in gifted education. Repeatable for 1-6 hours. May be repeated for credit when topics vary.

EDG 630 Language and Learning Across the Curriculum (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall, spring, and summer*

Current views of literacy; theories of literacy; approaches, methods, and materials of reading assessment, planning, and instruction. Required for standard elementary certification.

EDG 632 Classroom-Based Literacy Assessment (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 630 or equivalent.**Taught: Spring only-even yrs*

Theories of language acquisition; application of linguistic theories to the teaching of literacy.

EDG 634 Reading Instruction in Primary Grades (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 630.**Taught: Fall only-odd years*

Principles underlying the teaching of beginning reading; approaches and materials.

EDG 636 Reading Instruction in Middle Grades (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 630.**Taught: Variable, check with department*

Principles underlying the teaching of reading in the middle grades; approaches and materials applicable to the teaching of developmental, content, recreational, and corrective reading.

EDG 637 Literacy Clinic I (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 632.**Taught: Fall only-even years*

Principles and practices for diagnosing reading problems and other communication disorders.

EDG 639 Literacy Clinic II (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 637.**Taught: Spring only-odd yrs*

Principles and practices for remediation of reading and other communication disorders.

EDG 641 Applying Innovative Tech in Ed Prac (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 602.**Taught: Variable, check with department*

This course will prepare technology leaders to advocate for effective technology integration by modeling its use in teaching and professional practice.

EDG 642 Designing Online Instruction (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 602.**Taught: Variable, check with department*

Principles of effective design of online instruction; research-based models for online delivery, including hybrid and blended instruction; development of media-rich, web-based materials; emphasis on designing learning environments that promote engagement and integration.

EDG 643 Technology Systems in Schools (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 602.**Taught: Variable, check with department*

Elements of effective technology planning including needs analysis; implementation monitoring and evaluation; maintaining and supporting technology infrastructure; decision-making criteria for hardware and software selection; technology funding and budgeting.

EDG 646 Research in Educational Technology (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 602.**Taught: Variable, check with department*

Students will design, conduct, interpret, and apply action research to address an educational technology issue in classrooms and schools through data driven decision making. Students will develop a research proposal related to a specific P-12 educational issue, secure permission from a local educational agency to conduct research, comply with regulations related to human subjects research, implement the proposed research project, and write a summary of findings.

EDG 648 Developing Writing Programs for Elementary and Secondary Schools I (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Summer only*

Theories of writing and planning of developmental writing programs for specific grade levels and for school-wide programs across disciplines. May be taken concurrently with EDG 649. Same as ENG 648

EDG 649 Developing Writing Programs for Elementary and Secondary Schools II (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite OR Co-requisite: EDG 648.**Taught: Summer only*

Includes workshop experience in peer teaching and preparation of manuscripts. May be taken concurrently with EDG 648.

Same as ENG 649.

EDG 653 Language Development of Students with Disabilities (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only-odd years*

Theories of language development; teaching functional communication skills; skills necessary for pre interactions; assistive technology and communication; teaching conversational skills.

EDG 654 IECE Proficiency Evaluation (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Summer only*

Evaluation of experienced early childhood educators seeking Kentucky Interdisciplinary Early Childhood Education (IECE) certification under the alternative certification option.

EDG 658 Assessment Techniques for P-12 Mathematics (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Learning hierarchies in mathematics, cognitive processes, assessment and instructional techniques; concepts of the elementary school mathematics curriculum.

EDG 659 Selected Topics in Math Education (1-3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Current trends, topics, and issues in mathematics education. May be repeated for credit when topics vary.

EDG 660 Learning and Behavior Disorders (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Definitions, etiological factors, assessment, and remedial approaches for learning and behavior disorders.

EDG 661 Research Methods in Applied Beh Analysis (3 credits)*3 classroom hours + 0 lab/studio hours**Prerequisite(s): EDG 605 or equivalent graduate level introduction to educational research.**Taught: Variable-check w/department*

The focus of this course is research in applied behavior analysis. Topics include the issues and procedures for conducting single subject research including data collection, behavior change methods and an overview and application of various single subject research designs.

EDG 662 Educational Assessment of Learning and Behavior Disorders (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDG 364 or EDG 660.**Taught: Summer only*

Principles, instruments, and procedures to place and plan instruction for students with learning or behavior disorders.

EDG 663 Behavior Analysis Procedures for Students with Exceptionalities (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Principles of behavior analysis applied to curriculum, method-

ology, and management of students with disabilities; behavioral teaching methods contrasted with alternative management techniques.

EDG 664 Procedures and Methods for Remedial Learning and Behavior Disorders (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Instructional methods and techniques for designing and implementing effective teaching to meet the needs of students with mild disabilities.

EDG 665 Transdisciplinary Collaboration (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Knowledge of and skills in coordinating agencies and community services that provide opportunities for students with multiple disabilities.

EDG 666 Introduction to Education of Students with Exceptionalities (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Nature and needs of students with exceptionalities; overview of legal requirements and educational approaches.

EDG 667 Collaboration and Inclusive Practices (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only-odd yrs

Legislation and instructional practices relating to the education of students with exceptionalities. Course covers various methods of co-teaching as well as locating, adapting, and developing materials and methods for including students with disabilities in general elementary, middle, and secondary classrooms.

EDG 668 Advanced Principles of Behavior Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDG 663

Taught: Fall only-even years

Theoretical perspectives, measurement systems, ecological inventories, functional behavior assessment, and positive and proactive behavior intervention plans.

EDG 669 Diagnostic/Prescriptive Teaching (4 credits)

Hours: 4 classroom + 0 lab/studio

Taught: Variable, check with department

Assessing functional skills; formal and informal assessment; portfolio assessment; adaptive approaches; teaching self-care and independent living skills, language skills, motor skills, social skills, and career skills; community-based instruction, transportation and mobility; encouraging student self-determination; and teaching for skill generalization.

EDG 670 Ethical Considerations Applied Beh Analy (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): EDG 605 or equivalent graduate level introduction to educational research.

Taught: Variable-check w/department

This course will cover the ethical responsibilities required of applied behavior analysts: including informed consent, protection of confidentiality, and selection of least intrusive, least restrictive behavior change procedures. Candidates will examine

case studies which present ethical dilemmas and will review legal issues and the ethical decision making processes.

EDG 671 Implementing ABA Prog Applied Settings (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): EDG 661, EDG 663, EDG 668 and EDG 670

Taught: Variable-check w/department

This course focuses on the issues and applications of applied behavior analysis in applied settings (e.g., classrooms, homes, group homes and residential facilities). Candidates will review ABA principles and will select acquisition and reduction goals for behavior change based on assessment data; write specific programs for these goals; and combine their programs into a comprehensive intervention plan.

EDG 672 Practicum in Autism/Applied Beh Analysis (2-4 credits)

2-4 classroom hours + 0 lab/studio hours

Prerequisite(s): EDS 573 and EDG 663 and EDG 670

Taught: Variable-check w/department

Candidates enrolled in EDG 672 are expected to complete 10-20 hours per week implementing ABA programs in applied settings over the semester and attend weekly seminars. Instructor will conduct two on-site observations of the candidate providing ABA services to individuals.

EDG 685 Best Practices in College Teaching (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of instructor.

Taught: Variable - check with department

This is a seminar-based, interactive class for new and aspiring instructors, adult educators, and adjunct faculty to address challenges often encountered by college teachers. Getting started effectively in the classroom, principles of course design and planning, strategies for increasing significant learning and engagement with college students. The course will be taught in a hybrid format, meeting face-to-face six times and online via My Blackboard.

EDG 691 Applied Education Research I (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): EDG 605 and permission of the program director.

Taught: Fall, spring, and summer

Methods and skills needed to design, conduct, interpret and apply action research to address issues in classrooms and schools through data driven decision making; develop a research proposal related to a specific P-12 educational issues, secure permission from a local educational agency to conduct research, comply with regulations related to human subjects research, and develop an implementation plan for the proposed research project.

EDG 692 Applied Education Research II (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): EDG 606 and EDG 691.

Taught: Fall, spring, and summer

This course examines various aspects of conducting applied educational research. Students will complete a research project addressing a specific educational issue leading to enhanced P-12 student learning, including data analysis, written summary of research findings, and present their findings to faculty and peers.

EDG 693 Selected Topics in Education (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Specific topics in education based on the Kentucky Teacher Standards as well as current trends and issues. May be repeated for credit when topic varies.

EDG 696 Topics in Special Education (1-6 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): EDG 660 or equivalent.

Taught: Variable, check with department

In-depth study of a current topic in special education. May be repeated for credit when topics vary.

EDG 699 Selected Problems in Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

Individual or group in depth study of selected education topic. May be repeated for credit when topics vary. Repeatable up to 6 hours.

EDG 701 Supervision of Field & Clinical Experience (3 credits)

3 classroom hours + 0 lab/studio hours

Taught: Fall and Spring

This course examines the role of the cooperating teacher in developing and mentoring prospective teachers and interns and standards-based observation and feedback. This course includes a job-embedded requirement of supervising a student in field or clinical experience.

EDG 702 Research Based Teaching (3 credits)

3 classroom hours + 0 lab/studio hours

Taught: Fall, Spring, Summer

In this course students will conduct a comprehensive literature review on a topic that relates to a specific educational issue that impacts P-12 student learning and create a research-based design of an action research project that can be conducted and reported as their capstone project.

EDG 703 Capstone in Action Research (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): EDG 702

Taught: Fall, Spring, Summer

In this course students will conduct and report the results of an research project reflecting synthesis and application of knowledge acquired in prior coursework to address a specific educational issue leading to enhanced P-12 student learning, including data analysis, written summary of research findings, and poster presentation.

EDG 794 Special Topics in Education (1-3 credits)

1-3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the Education Specialist Program.

Taught: Variable-check w/department

Individual or group in depth study.

EDG 799 Independent Study (1-3 credits)

1-3 classroom hours + 0 lab/studio hours

Prerequisite(s): Instructor or department permission required.

Taught: Variable-check w/department

Independent or group in depth study.

Master's Education

EDMT 543 Method and Pedagogy in Middle School/Secondary Science (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

Theories, methods, techniques and technologies in designing, delivering and evaluating instruction in middle school and high school science.

EDMT 544 Method and Pedagogy in Middle School/Secondary Math (3 credits)

Hours: 3 classroom + 0 lab/studio

Co-requisite(s): EDMT 696.

Taught: Fall only

Theories, methods/techniques and technologies in designing, delivering and evaluating instruction in middle school and high school mathematics.

EDMT 545 Method and Pedagogy in Middle School/Secondary Social Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Co-requisite(s): EDMT 696.

Taught: Fall only

Theories, methods/techniques and technologies in designing, delivering and evaluating instruction in middle school and high school social studies.

EDMT 546 Method & Pedagogy in Middle Grades LA (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 12 semester hours of language arts content course with a grade of C or better chosen from English, Speech, or Journalism and admission to the Teacher Education program.

Taught: Fall and spring

Theory, content and instructional strategies for teaching language arts in the middle grades; including national and state standards.

EDMT 594 Topics in Education (3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

Individual or group in depth study. May be repeated as topics vary. Repeatable up to 6 hours.

EDMT 610 Foundation of American Schooling (2 credits)

Hours: 2 classroom + 0 lab/studio

Taught: Summer only

Examination of teaching as a profession and of schooling as it currently functions in the U.S.; inquiry into contemporary educational theory and practice.

EDMT 611 Studies of the Learners (2 credits)

Hours: 2 classroom + 0 lab/studio

Taught: Fall only

Life-span development: physical, cognitive, social and personal development, especially as these relate to children in school and to adults who influence them; individual study focusing on student development at specific levels of instruction.

EDMT 612 Classroom Management (2 credits)*Hours: 2 classroom + 0 lab/studio**Taught: Fall only*

Recent research and theory related to planning, organizing and managing student learning and behavior in the classroom.

EDMT 621 Students with Exceptionalities in Middle/Secondary Classrooms (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Characteristics of students with exceptional learning needs and legal issues; adaptations to the general curriculum, adaptive teaching strategies, behavior management and collaboration skills.

EDMT 622 Cultural Identity in Schooling (2 credits)*Hours: 2 classroom + 0 lab/studio**Taught: Spring only*

Role cultural identity plays in students' experiences in schools; how theories of prejudice assimilation, feminism and cultural reproduction explain patterns of behavior in schools; curricular changes to address the inclusion of all students in today's schools.

EDMT 632 Curriculum Design and Assessment (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Principles and strategies for effective middle/secondary teaching; teaming for faculty and students, curriculum planning, general teaching methods, assessment strategies, and classroom management.

EDMT 641 Technology in Middle/Secondary Classrooms (2 credits)*Hours: 2 classroom + 0 lab/studio**Taught: Summer only*

Introduce students to the utilization of computers in the educational process; focus on technological solutions necessary for a professional career as a teacher.

EDMT 692 Field Experience I (1 credit)*Hours: 0 classroom + 1 lab/studio**Taught: Fall only*

Application of instructional theory to middle/secondary grade classroom settings.

EDMT 693 Field Experience II (2 credits)*Hours: 0 classroom + 2 lab/studio**Taught: Spring only*

Practice in planning and implementing instructional strategies with middle/secondary grade school students.

EDMT 694 Field Experience III (2 credits)*Hours: 0 classroom + 2 lab/studio**Taught: Fall only*

Practice in planning and implementing instructional strategies with middle/secondary grade students.

EDMT 696 Clinical Experience (1-9 credits)*Hours: 0 classroom + 9 lab/studio**Taught: Fall and spring*

Classroom experiences through observation, planning, teaching, and assessing under supervision of an experienced teacher.

EDMT 699 Independent Study Education MAT (1-3 credits)*1-3 classroom hours + 0 lab/studio hours**Prerequisite(s): Consent of Instructor**Taught: Variable-check w/department*

Various supervised readings and study of selected topics in education. May be repeated as topics vary. Repeatable up to 6 hours.

Education – Special Education**EDS 551 Assistive Technology in the Classroom (3 credits)***Hours: 3 classroom + 0 lab/studio**Taught: Spring only-odd yrs*

Evaluating for assistive technology; approaches and devices for communication, mobility, and sensory impairments; distances learning technology for transition to the community and post school careers.

EDS 561 Intellectual and Orthopedic Disabilities (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Undergraduates must be admitted in to Teacher Education.**Taught: Fall and spring*

Characteristics and educational programs for students who have intellectual disabilities or orthopedic and/or health impairments.

EDS 562 Early Childhood Special Education Programs (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): EDS 360 or equivalent.**Taught: Spring and summer*

Building on knowledge of child development, students will learn to adapt curricula and intervention approaches to support children with special needs.

EDS 570 Working with Families of Students with Disabilities (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Undergraduates must be admitted in to Teacher Education.**Taught: Fall and spring*

Information, skills, and resources for effective interaction with parents and families of children with disabilities.

EDS 572 Secondary Special Education Programs (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Undergraduates must be admitted in to Teacher Education.**Taught: Fall and spring*

Characteristics of adolescents with learning and behavior disorders; educational programming for secondary students with mild disabilities.

EDS 573 Individuals w Autism Spectrum Disorders (3 credits)*3 classroom hours + 0 lab/studio hours**Prerequisite(s): EDS 360 or equivalent introduction to special education course.*

Taught: Variable-check w/department

This course provides the foundation for working with individuals with autism spectrum disorder. Topics include the history and evolution of autism spectrum disorder; definition, identification, and characteristics of individuals with ASD; and effective applied behavior analysis (ABA) based interventions for individuals with autism spectrum disorder including assessment, teaching strategies, and collaboration.

EDS 588 Professional Laboratory Experiences (3-6 credits)

Hours: 0 classroom + 3-6 lab/studio

Prerequisite(s): Completed coursework for certification; valid teaching certificate.

Taught: Fall and spring

Classroom field experience in added area of certification; individual project.

EDS 599 Independent Study: Special Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Departmental permission.

Taught: Variable, check with department

Individualized study of a special topic under supervision of a faculty member. May be repeated for credit when topic varies.

Education**EDU 500 Core Principles of Early Childhood Edu (3 credits)**

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Study of development, theories and appropriate practice for children ages 0-8 years.

EDU 525 Differentiated Literacy Instruction (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Undergraduates: Admission to the Teacher Education Program; Graduates: Enrolled in the MAED Program or Permission of Instructor.

Taught: Variable, check with department

This course is designed to give pre-service and in-service teachers a more in depth understanding of the need to differentiate literacy instruction to meet the needs of increasingly diverse students. Students will survey major issues in appropriate differentiated literacy instruction, with many instructional practices that will be discussed, modeled, and/or evaluated.

EDU 530 Reading in Junior and Senior High School (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Teacher Education Program (undergraduate students), Enrolled in the MAED Program or permission of instructor (graduate students).

Taught: Fall and spring

Principles and procedures related to reading in grades 8-12; basic reading skills, study skills, content fields, and reading programs. For teachers of all subjects. Required of students seeking certification to teach English.

EDU 540 Teaching the Underground Railroad (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Summer only

Research about the Underground Railroad, with an emphasis on local history, to assist teachers in classroom instruction.

EDU 544 Aquatic Ecology for Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

Integration of biology, geology, meteorology, chemistry, and physical sciences to examine water quality through field-based investigation of the Ohio River and streams. Students apply the content and skills learned during the course to the State/School District Science Standards and a lesson plan.

EDU 545 Fundamentals of Environmental Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Variable, check with department

Introduction to the field of environmental education, including the history and philosophy, methodologies, state initiatives, national standards, and current trends in the field.

EDU 546 Teaching Environmental Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Spring only

Principles and goals, curriculum models, teaching strategies, classroom and community resources, outdoor education, and research.

EDU 550 Current Trends in Early Childhood Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to teacher education program and EDS 360.

Co-requisite(s): EDU 551.

Taught: Variable, check with department

Examination of current issues, trends, public policy, and research in early childhood education.

EDU 551 Preschool Education and Programming (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the teacher education program; EDS 360.

Taught: Variable, check with department

Overview of preschool curricula, history of early childhood education, and study of developmentally appropriate activities across subject areas.

EDU 552 Infant Toddler Education and Programming (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to teacher education program and EDS 360.

Taught: Variable, check with department

The relationship of child development theory and developmentally appropriate practice in group settings for infants and toddlers.

EDU 554 Language Development and Emergent Literacy (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Teacher Education Program.

Taught: Variable, check with department

Overview of historical and theoretical concepts, assessment of early literacy development, and strategies for facilitating reading, writing, and language instruction across various early childhood settings.

EDU 565 Early Childhood Assessments for Screening (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Teacher Education Program.

Taught: Spring only

Overview of the purpose of assessment and critical components of an on-going assessment system, especially for screening young children. Course content includes analysis of recommended practices in assessment; definition of attributes that fit the purpose of assessment; and study of factors related to assessment tool rigor.

EDU 566 Ongoing Assessment in Early Childhood Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDS 562 or equivalent.

Taught: Variable, check with department

Overview of on-going curriculum-based assessment systems for observing and documenting young children's growth, development and learning.

EDU 567 Math and Science Exploration PreK-3rd (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Teacher Education Program.

Taught: Spring only-odd yrs

Integrated mathematics and science learning experiences from both the Early Childhood Education teacher and the students perspectives emphasizing exploration, problem-solving, and discourse. REQUIRED for IECE and Non-Certification tracks.

EDU 568 Administration and Supervision in Early Childhood Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to teacher education program and EDS 360.

Taught: Variable, check with department

The study of strategies and dispositions needed for managing effective early childhood programs.

EDU 569 Kindergarten Education and Programming (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Teacher Education Program.

Taught: Variable, check with department

Overview of kindergarten history, curricula, and study of developmentally appropriate strategies and activities across subject areas. REQUIRED for IECE and Non-Certification tracks.

EDU 575 Language Arts Methods Middle Grades (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): COEHS Advising Center permission.

Taught: Variable, check with department

Advanced objectives, curricula, and instructional strategies to teach state and national language arts standards in the middle grades.

EDU 576 Science Methods Middle Grades (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Teacher Education Department Permission.

Taught: Variable, check with department

Advanced objectives, curricula, and instructional strategies to teach state and national science standards in the middle grades.

EDU 577 Mathematics Methods Middle Grades (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Teacher Education Department Permission.

Taught: Fall and spring

Advanced objectives, curricula, and instructional strategies to teach state and national math standards in the middle grades.

EDU 578 Social Studies Methods Middle Grades (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Teacher Education Department Permission.

Taught: Variable, check with department

Advanced objectives, curricula, and instructional strategies to teach state and national social studies standards in the middle grades.

EDU 594 Topics: Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Various advanced topics in education. May be repeated as topics varies. Repeatable up to 6 hours.

EDU 599 Independent Study: Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individual supervised readings and study of a selected topic in education. May be repeated as topics vary.

English

ENG 500 Poetry (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of poetry. May be repeated for credit when topics vary. GENRES.

ENG 501 Drama (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of dramatic literature. May be repeated for credit when topics vary. GENRES.

ENG 505 Medieval Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of literature from the Medieval period. May be repeated once for credit when topics vary. TRADITIONS (PRE-1800, PRE- 1900)

ENG 515 Readings in Western Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of literature from the Renaissance. May be repeated once for credit when topics vary. TRADITIONS (PRE-1800, PRE-1900)

ENG 525 Restoration and 18th-Century Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of Restoration and 18th-century literature. May be repeated once for credit when topics vary. TRADITIONS (PRE-1800, PRE- 1900)

ENG 530 Readings in the English Language (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semester hours of literature at the undergraduate level.

Taught: Fall only

Topics about the language and its use: specialized readerships, applications, and theories. May be repeated for credit when topics vary.

ENG 531 English Grammar for Teachers of ESOL (2 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semester units of literature and consent of instructor.

Taught: Variable, check with department

Review of English grammar from pedagogical point of view. Does not count toward English major.

ENG 535 Teaching High School Writing (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to Teacher Education Program and EDU 311 (Admission to Secondary Field Experience); or Admission to MAT Program or MA English program; or possession of valid secondary teaching certificate.

Taught: Fall and Spring

Methods and theories in the teaching of high school writing. Required of all students majoring in English who seek secondary certification.

ENG 537 Teaching High School Literature (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to Teacher Education Program and EDU 311 (Admission to Secondary Field Experience); or Admission to MAT Program or MA English program; or possession of valid secondary teaching certificate.

Taught: Fall Only

Methods and theories in the teaching of high school literature. Required of all students majoring in English who seek secondary certification.

ENG 541 Linguistics for Teachers of ESOL (2 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semester units of literature and consent of instructor.

Taught: Variable, check with department

Overview of linguistics for teachers of ESOL. Does not count toward English major.

ENG 542 Teaching and Practice/Creative Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Graduate standing or consent of instructor.

Taught: Variable, check with department

Activities, materials, objectives, theory, practice, and curricula for teaching writing at the middle and secondary school levels. Does not satisfy methods course requirements for any Kentucky teaching certificate program.

ENG 544 Research/Methods in Professional Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Graduate standing or consent of instructor.

Taught: Variable, check with department

Introduction to key theories and research methods in professional writing. WRITING STUDIES.

ENG 546 Grant Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Graduate level student or by permission of instructor.

Taught: Variable, check with department

Theory and practice of preparing and analyzing grant applications. Special focus on the grant process in academic settings.

ENG 550 Playwriting Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENG 231 or equivalent or Graduate standing.

Taught: Variable, check with department

Intensive exploration of playwriting theory, approach, creativity, and style. Focus on developing the individual playwright's method and practice through creation of drama, research, and engagement with the theater community.

ENG 552 Screenwriting Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENG 231 or equivalent or Graduate standing.

Taught: Variable, check with department

Advanced exploration of the elements and techniques of film production and screenwriting. Focus on style and form; camera, geography, staging, balance, timing, and rhythm; business analysis of films and screenplays; and role of the screenwriter and other personnel.

ENG 556 Composition Theories (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study in composition/rhetoric. May be repeated for

credit when topics vary.

ENG 560 American Literature Before 1865 (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semester of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of American literature written before 1865.

May be repeated once for credit when topics vary. TRADITIONS (PRE-1900)

ENG 565 American Literature After 1865 (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of American literature written after 1865. May

be repeated once for credit when topics vary. TRADITIONS.

ENG 575 20th Century British Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of British literature written in the twentieth century. May be repeated once for credit when topics vary.

TRADITIONS (POST-1900)

ENG 580 Studies in Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 6 semester hours of literature at the undergraduate level.

Taught: Variable, check with department

Special topics in literature; genres, interdisciplinary subjects, individual authors. May be repeated for credit when topics

vary. TRADITIONS.

ENG 581 Major Authors (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of one or more major literary authors. May be repeated for credit when topics vary. TRADITIONS.

ENG 582 Special Topics in Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Six semesters of literature at the undergraduate level or graduate standing.

Taught: Variable, check with department

Advanced study of special topics in literary studies. May be repeated once for credit when topics vary.

ENG 584 Literary Publishing and Editing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENG 291 or equivalent or graduate standing.

Taught: Variable, check with department

Current trends and challenges in publishing explored through research and practical editing of literary journals and other projects.

ENG 600 Introduction to Graduate Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Introduction to graduate level writing, research, and careers in English Studies. Required of all Master of Arts in English candidates.

ENG 620 The Teaching of Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

Activities, materials, objectives, and curricula for secondary literature instruction. May be repeated to a maximum of 6 semester hours as topics vary.

ENG 622 Poetry Writing Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

In-depth techniques for poetry writing, with emphasis on the development of style, voice, and language for poetry; intensive written analysis and in-class critique of student work.

ENG 624 Fiction Writing Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

In-depth techniques for fiction writing, with emphasis on revision, development of voice, and preparation for publication; intensive written analysis and in-class critique of student work. May be repeated for credit.

ENG 626 Novel Writing Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-odd years

In depth techniques for the writing of novels. Intensive written and in-class analysis of published and student-generated work. May be repeated once for credit.

ENG 628 Creative Non-Fiction Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

In depth techniques for the writing of creative nonfiction. Intensive written and in-class analysis of published and student-generated work. May be repeated for credit.

ENG 630 The Teaching of Composition (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Activities, materials, objectives, and curricula for secondary school writing instruction. May be repeated to a maximum of six semester hours as topics vary.

ENG 632 New Media and Professional Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Theoretical examination of technology and its implications for the practices of academic and professional writing and writers. Examines the historical impact of phenomena from the printing press through new media and other emerging technologies.

ENG 636 Issues in Professional Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Study of selected contemporary professional writing topics shaping the construction, reception, and delivery of professional documents. May be repeated once when topics vary.

ENG 638 Theories of Community Literacy (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Introduction to theories of community literacy and public engagement. Explores scholarly research applied to community-driven literacy initiatives.

ENG 639 Fieldwork in Community Literacy (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Consent of instructor.**Taught: Spring only-odd yrs*

Fieldwork in community literacy and public engagement. Students engage in at least 20 hours of supervised service-learning work and research on-site within a community organization.

ENG 642 Online Literary Research (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Location, analysis, use, and creation of digitized primary and secondary resources for literary study. Exploration of online collaborative environments.

ENG 644 Digital Humanities (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Use and application of technology to the study of the humanities, including information retrieval, multimedia technologies, digitization technologies, and text encoding and test quality. May be repeated once when topics vary.

ENG 645 Topics in Contemporary Rhetoric (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Study of contemporary rhetoric emphasizing current issues, theories, and practice. May be repeated once when topics vary.

ENG 646 Composition and Rhetoric Practicum (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Permission of the graduate director.**Taught: Spring only*

Introduction to history, theory, and practice of college-level writing instruction.

ENG 647 History of Rhetoric (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Seminar in the history and theory of written rhetoric from the Classical Period to the present.

ENG 648 Developing Writing Programs for Elementary and Secondary Schools I (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Theories of writing and planning of developmental writing programs for specific grade levels and for school-wide programs across disciplines. May be taken concurrently with ENG 649. Same as EDU 648.

ENG 655 Studies in British Literature before 1750 (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Authors, genres, themes, and traditions from earlier periods of British literature (Anglo-Saxon through 18th century). May be repeated once for credit with different topic.

ENG 657 Studies in British Literature since 1800 (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Authors, genres, themes, and traditions related to British literature from the late 18th century to recent times. May be repeated once for credit with different topic.

ENG 665 Studies in American Literature before 1865 (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Authors, genres, themes, and traditions related to American literature from colonial period to end of Civil War. May be repeated once for credit with different topic.

ENG 667 Studies in American Literature since 1865 (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Authors, genres, themes, and traditions related to American literature since end of Civil War. May be repeated once for credit with different topic.

ENG 671 World Literature in English (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Seminar in literature written in English outside major American and British traditions. May cover materials in a transnational context. May be repeated once for credit when topics vary.

ENG 672 African American Literature (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only-odd yrs*

Seminar in authors, genres, themes, and traditions from African American literature. May be repeated once for credit when topics vary.

ENG 674 Multicultural Literature (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Seminar in works by writers in one or more ethnic literatures. May be repeated once when topics vary.

ENG 676 Post-Colonial Theory and Literature (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Seminar in theoretical, cultural, and critical contexts of post-colonial literature.

ENG 678 Folklore and Literature (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Seminar examining the use of folklore in literature. May be repeated once for credit when topics change.

ENG 680 Studies in Literature and Criticism and Theory (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Issues in the history of literary criticism and recent literary theory. May be repeated once for credit with different topic.

ENG 685 Studies in Comparative Literary Forms and Themes (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Issues in form and meaning of literatures from various cultures and languages. May be repeated once for credit with different topic.

ENG 687 Gender and Literature (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Seminar considering written materials from the perspective of women's gender studies. May be repeated once when topics change.

ENG 689 Major Authors (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Seminar in the works of one or more major authors in their theoretical, cultural, and critical contexts. May be repeated once for credit when topics vary.

ENG 696 Internship: Portfolio Development (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of graduate director.

Taught: Variable, check with department

On-or off- campus internship in a variety of writing or literacy related settings, and creation/supervised revision of work.

ENG 699 Independent Study: Directed Readings (1-6 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of graduate director.

Taught: Variable, check with department

Individualized reading, research, and/or projects.

ENG 722 Prose Writing Workshop (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Intensive workshop for participants working in a variety of prose forms. Emphasis on preparation for publication, intensive written analysis, and in-class critique of student work. May be repeated for credit.

ENG 724 Emerging Genres in Creative Writing (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Exploration of one or more emerging genres in creative writing in a workshop setting, with emphasis on writing, revision, and publishing venues. May be repeated for credit when topics change

ENG 725 Theory and Craft of Creative Writing (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the graduate program in English.

Taught: Fall and Spring

Representative theories of craft in the field of creative writing.

ENG 726 History of Reading and Writing Practices (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Broadly historical survey of the cultural contexts surrounding the creation, distribution, and reception of books and book history, including scribal and print culture.

ENG 735 Readings In Composition (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the graduate program in English.

Taught: Fall and Spring

Representative authors and trends in the field of composition and rhetoric.

ENG 750 Theories and Concepts of Cultural Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

History, theory, and practice of cultural studies. Provides a repertoire of tools for exploring the production of verbal and written cultural discourses as well as their valuation and uses.

ENG 755 Readings in Literary Studies (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to the graduate program in English.

Taught: Fall and Spring

Representative authors and trends in the field of literary studies.

ENG 786 Prospectus Readings (2 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of the Graduate Director.

Taught: Fall and spring

Independent reading and writing in preparation for writing the prospectus. May not be repeated. Does not count toward the MA in English.

ENG 792 Comprehensive Exam (1-6 credits)

Hours: 0 classroom + 0 lab/studio

Taught: Fall and spring

Preparation for and completion of exams in two areas. Enrollment by permission of the graduate program director.

ENG 793 Master's Project (1-6 credits)

Hours: 0 classroom + 0 lab/studio

Taught: Fall and spring

Supervised development, creation, and defense of the project. Enrollment by permission of the graduate program director.

ENG 794 Master's Portfolio (1-6 credits)

Hours: 0 classroom + 0 lab/studio

Taught: Fall and spring

Supervised development, writing, revision, and defense of the portfolio. Enrollment by permission of the graduate program director.

ENG 796 Master's Thesis (1-6 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Supervised development, writing, and defense of an original research-based, scholarly work in one or more areas of English Studies. Enrollment by permission of the graduate program director.

ENG 798 Continuing Capstone Project (1 credit)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Permission of the English graduate program director.

Taught: Fall and spring

Continued work for students who have exhausted maximum allowed enrollment in ENG 792, ENG 793, ENG 794 or ENG 796.

ENG 799 Capstone Presentation (0 credits)

0 classroom hours + 0 lab/studio hours

Prerequisite(s): Permission of English Graduate Program Director.

Taught: Fall and Spring

A graduation capstone experience applying the theories, methods, concepts and/or tools of English Studies in an public oral presentation of a significant work.

Entrepreneurship

ENTP 640 Entrepreneurship and Innovation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 605, FIN 605, and MKT 625 or consent of MBA director.

Taught: Variable, check with department

Creating value through innovation; understanding Entrepreneurs; seeking and evaluating opportunities; gathering resources to convert these opportunities into valuable outcomes; and writing a business plan.

ENTP 670 Managing Growth and Entrepreneurship in Organizations (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENTP 640 or consent of MBA director.

Taught: Variable, check with department

Managing growing firms and innovation within organizations; advanced study of factors making an organization effective at each stage of growth and the key management systems that are primary tools in managing an entrepreneurial organization: strategic planning, organizational design, organizational development, control systems, and leadership.

ENTP 680 Corporate Entrepreneurship (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 605, FIN 605, and MKT 625 or consent of MBA director.

Taught: Variable, check with department

Concepts of change, innovation, and corporate venturing; entrepreneurial behavior and the development and implementation of programs to encourage entrepreneurship (creating value through innovation in midsize and large firms).

ENTP 696 Field Studies: Entrepreneurship (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENTP 640 or consent of MBA director.

Taught: Variable, check with department

Practicum course offering insight into the entrepreneurial process of man-aging and growing a business where students, with a faculty member, work in large or small entrepreneurial organizations with problems related to entrepreneurial management issues. Guest speakers from regional business community. Students may seek to obtain approval to repeat this course for 3 additional hours credit.

ENTP 699 Independent Study: Entrepreneurship (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ENTP 640.

Taught: Variable, check with department

Students pursue a topic or project of interest to them. Meeting times arranged with instructor.

Environmental Science

ENV 578 Environmental Issues for Educators (3 credits)

Hours: 1 classroom + 4 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Information and application of environmental issues for classroom use. Interrelationship of local issues and global issues. Required field trips.

Executive Leadership & Organizational Change

ELOC 610 Leadership Assessment and Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

The course provides a framework for students to assess and develop their own leadership competencies and prepares them to assess and develop the competencies of others in organizations. The course addresses career development, leadership coaching, self-leadership, lifelong learning, and the development of emotional intelligence and global leadership competencies.

ELOC 615 Teams and Conflict Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

The course prepares students to work in and to lead teams and to manage conflict in appropriate ways. The course emphasizes the development of positive interpersonal behaviors for teams, team building, effective decision-making and other team processes, and managing the sources of conflict behaviors in order to resolve organizational problems.

ELOC 620 Action Research Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

The course prepares students to engage in their first action research projects between the first and second year of the program. The course focuses on developing skills necessary to conduct an organizational diagnosis including data collection, data analysis, and data reporting.

ELOC 625 Creating High Performing Organizations (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

The course focuses on how managers promote a high-performing workforce of employees who are competent, committed, and who are involved in meaningful decision-making in the organization. This course will address the components of performance management, various forms of employee involvement, and employee motivation.

ELOC 630 Organization Strategy Development and Systems Thinking (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

This course focuses on the process of formulating strategy and the importance of strategy implementation. The course will examine the relationship between strategy, structure, and organization design. Specific topics include: organization theory, open systems analysis, and socio-technical systems analysis as well as specific interventions such as downsizing, and reengineering.

ELOC 635 Managing Organizational Change (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course examines theories of planned organizational change and their application to organizations. Students will learn how to lead, plan, and implement successful organizational change. The course focuses on issues of organizational culture, organizational learning and knowledge management, and other forms of transformational change.

ELOC 640 Organizational Consultation (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

This course will address the study of the consultation process from both consultant and client perspectives. From the consultant perspective, the course will focus on entry, contracting, organizational scanning, preliminary diagnosis, and large system interventions. From the client's perspective, the course will focus on selection, collaborative working relationship, sustainability, and closure. Specific interventions discussed might include appreciative inquiry, future search, open spaces, and large-scale change. Ethical and legal issues associated with consulting will also be examined.

ELOC 645 Global Leadership and Sustainable Change (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course focuses on leadership and sustainable change in the global environment. The course will examine the issues such as behavioral integrity, innovation, sustainability, organizational learning, and global leadership competencies. The course also requires students to apply and integrate their learning in the program via a graduating class project.

ELOC 660 First Year Public Engagement Practicum (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Summer only*

Students will work in groups on a leadership and organizational change project in a non-profit organization under the close guidance of a faculty member. The public engagement practicum provides students with the opportunity to develop their field practice skills, collaborate in applying learning from the first year in the program, and engage with a community client.

ELOC 665 Graduation Action Research Project (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Summer only*

Each student will work individually on designing and conduct-

ing an organizational change or leadership project that will allow them to apply their competencies in an active organization under guidance of a faculty advisor. Each student will submit a thesis-quality report at the end of their project.

ELOC 699 Independent Study: ELOC (1-3 credits)*Hours: 1-3 classroom + 0 lab/studio**Prerequisite(s): Admission to the ELOC program.**Taught: Variable, check with department*

Specialized topic in leadership and organizational change chosen by student and appropriate faculty member.

Teaching English as a Second Language**ESL 601 Advocacy and Leadership in TESOL (3 credits)***Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

This class will focus on strategies to advocate and provide social, emotional, and academic support to English Language Learners (ELLs), students for whom language and society interact. This course includes a field experience component to further students' understanding of the challenges and experiences of immigrant students and language acquisition.

ESL 602 Testing and Evaluation in Second Language Teaching (2 credits)*Hours: 2 classroom + 0 lab/studio**Taught: Variable, check with department*

This course will allow the ESL teacher to develop knowledge of the principles and issues involving tests and evaluation in the second language.

ESL 603 Methods and Materials: Reading, Writing and Grammar (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Admission to graduate program.**Taught: Variable, check with department*

This course provides you with opportunities and strategies to review and evaluate materials (textbooks and supplementary materials) used in teaching ESL. We consider practical ways of adapting texts and materials for different purposes and different kinds of learners.

ESL 604 Methods and Materials: Listening Speaking Pronunciation (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Admission to the program.**Taught: Variable, check with department*

This course is designed so that each student examines content, methodology and materials in teaching listening, speaking, and pronunciation to diverse groups of English learning students. This course will expose you to a wide range of classroom practices that have been used to assist ESL/EFL students in the development of reading, writing, and grammar.

ESL 605 Second Language Acquisition Classroom for Teachers (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

This course will prepare qualified ESL teachers who must demonstrate knowledge of the language acquisition process in

the first and second language learning, age differentials in language learning, and individual learning styles. ESL teachers must apply knowledge of the nature of learning in second language simultaneously with, or subsequent to, one's first language. Teachers should recognize linguistic, cognitive, affective,

ESL 606 Methods/Materials for Teachers of TESOL (4 credits)

Hours: 4 classroom + 0 lab/studio

Taught: Spring only

This course provides the student with opportunities and strategies to review and evaluate materials, content and methodology. Practical ways of adapting texts and materials for different purposes and kinds of learners. Content based instructional strategies will be studied. This course will include a field based component.

ESL 608 Grammar & Linguistics Teachers of TESOL (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

This course emphasizes the practical applications of various grammatical theories/systems, and introduces students to various aspects of applied linguistics, including phonetics/phonology, morphology, syntax, semantics, pragmatics, sociolinguistics, and language teaching.

ESL 694 Special Topics in Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Various advanced topics in education focusing on ESL. May be repeated for credit when topics vary. Repeatable up to 6 hours.

Finance

FIN 605 Fundamentals of Finance (2 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MBA program or permission of MBA director.

Taught: Variable, check with department

Analytic techniques for decision making; basic financial analysis for managing corporate finances.

FIN 624 Accounting and Finance for Nurse Executive (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course addresses conceptual and practical applications of accounting and financial management, cost analysis, and budgeting as related to to-day's health care organizations. The course is designed to prepare chief nurse executives and nurse entrepreneurs with a foundation of tools and methodologies to address financial issues within healthcare systems. Financial tools and methodologies that pertain to the health care industry including cost/benefit analysis, budgeting, and staffing are explored. Not open to graduate students in the Haile/US Bank College of Business.

FIN 625 Financial Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): ACC 605 and FIN 605 or consent of MBA director.

Taught: Fall and spring

Financial management and decision making for the corporate financial manager; valuation principles, financing and investment policies, cost of capital, capital structure, and dividend issues. Open only to students in MBA program.

FIN 630 Investments and Security Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

Capital and securities market theory; structure and regulation; analysis and valuation of fixed and variable return securities including basic derivatives; portfolio selection and management; empirical studies of portfolios and individual stock price movements. Open only to MBA students.

FIN 640 Derivative Securities (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

Study, analysis, and valuation of various forms of derivatives markets; use of derivatives and strategies for hedging risk or for speculation. Open only to MBA students.

FIN 650 Financial Markets and Institutions (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

A survey of financial markets and institutions. Coverage includes financial market history, derivatives, duration, interest rate theory and current topics in the field.

FIN 660 International Finance (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

Financial decision-making and analysis in a multinational environment; currency valuation and exchange rates; effects of expectations and economic variables such as interest rates and inflation on exchange rates; types of risks and use of derivatives to hedge international exposure. Open only to MBA students.

FIN 694 Topics: Finance (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

Study of a selected contemporary area in finance; topics listed in Schedule of Classes. Repeatable for a maximum of 6 semester hours if topics differ. Open only to MBA students.

FIN 699 Independent Study: Finance (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 625.

Taught: Variable, check with department

Specialized aspect or topic in finance chosen by student and appropriate faculty member. Subject to academic regulations pertaining to independent study as given in MBA catalog. Open only to MBA students.

French

FRE 520 Readings: French (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 300- level French course.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics. May be repeated for credit when topics vary.

Geography

GEO 502 Geography of Kentucky (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

Cultural, physical, economic, and population characteristics of Kentucky; Kentucky's regional and national importance.

GEO 507 Local Community: Geography Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Sophomore standing or consent of instructor.

Taught: Spring only-odd yrs

A site-based examination of specific regional features, including cultural heritage infrastructure, tourist infrastructure, or a range of other urban and regional planning issues. May include a service learning component.

GEO 518 Geographic Information Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): GEO 418.

Taught: Variable, check with department

Theories, principles, and applications of geographic information analysis; employment of a GIS software package and other computer software packages to manipulate Geographic Information analysis methods.

GEO 519 Advanced Remote Sensing (3 credits)

Hours: 3 classroom + 1 lab/studio

Prerequisite(s): GEO 419.

Taught: Variable, check with department

Introduction to digital remote sensing data processing theories and techniques; employment of a digital remote sensing data processing software package to manipulate digital remote sensing data processing techniques.

GEO 520 Environmental Resources for Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 3 semester hours of geography.

Taught: Variable, check with department

Study of environmental problem areas such as energy use, population growth, deforestation, toxic wastes, landscape conservation, and sustainable practices; may include a service learning component.

GEO 522 Introduction to Historic Preservation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Sophomore standing or consent of instructor.

Taught: Spring only-even yrs

An examination of the growing field of historic preservation including such topics as philosophy, recognition and assessments, survey techniques, preservation planning, conserva-

tion, advocacy, federal compliance, and protection of significant resources.

GEO 540 Cultural Geography of Asia (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Sophomore standing or consent of instructor.

Taught: Spring only-even yrs

Selective consideration from among broad range of themes in the cultural geography of Asia, such as environmental sustainability, political processes, urbanization, religion, nationalism, recreation, and domestic habitation. May be repeated once for credit when topics vary.

GEO 552 Spatial Data Bases (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Introduction to fundamental spatial data organizing theories and principles, and spatial data modeling techniques underlying various spatial information systems; employment of a GIS software package to manipulate spatial databases.

GEO 592 Directed Research in Geography (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individual research in an area of geography under supervision of a faculty member. May be repeated once for credit.

GEO 594 Special Topics Geography (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

Study of selected topics. Subfields will be chosen in keeping with interest of the instructor and will be listed in Schedule of Classes. May be repeated for credit when topics vary.

Geology

GLY 616 Geology of the National Parks of Colorado and Utah (3 credits)

Hours: 1 classroom + 2 lab/studio

Prerequisite(s): Graduate standing.

Taught: Summer only

Principles of physical and historical geology presented using the geologic features and geologic history of the national parks for teaching and field experiences.

GLY 694 Topics: Geology (Graduate) (1-4 credits)

Hours: 1-4 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

May include topics illustrating the principles of geology forms, fossils, and geologic processes. Specific topics are determined in consultation with the student's advisor. May be repeated for a maximum of 12 semester hours.

German

GER 520 Readings: German (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics.

May be repeated for credit when topics vary.

Health Education

HEA 525 Methods and Materials in Health Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): (undergraduates) admission to teacher education and 9 semester hours in health education or consent of instructor.

Taught: Fall only

Principles, methods, and techniques for developing, implementing, and evaluating health education in P-12 and other appropriate settings; theoretical foundations, teaching methodology and strategies, curriculum designs, and resource materials.

HEA 599 Topics: Health Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Variable, check with department

Individual or group study of a topic of current interest in health education. Topic selected by student with approval of instructor.

HEA 699 Topics in Health Education (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of adviser.

Taught: Variable, check with department

Independent study of topics selected from current issues in health education.

History

HIS 522 Introduction to Historic Preservation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Sophomore Standing or consent of instructor.

Taught: Spring only-even yrs

An examination of the growing field of historic preservation including such topics as philosophy, recognition and assessments, survey techniques, preservation planning, conservation, advocacy, federal compliance, and protection of significant resources.

HIS 541 History of Kentucky (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

History of Kentucky from 1750 to the present; political, economic, and social issues; how developments in the Commonwealth related to trends in U.S. history.

HIS 545 Topics in Women's World History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 108 and HIS 109 or consent of instructor.

Taught: Spring only-odd yrs

Exploring women's history in a global perspective, by looking at the status and contribution of women to world societies and discussing gender identity, class, race, religious and ethnic differences.

HIS 550 History of Appalachia to 1877 (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

History of the Appalachian region from prehistory to 1877; political, economic, and social issues; developments in the region related to trends in U.S. History.

HIS 553 History of the New South (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

The southern U.S. since 1865; cultural, political, economic, and literary trends; roles of blacks from Reconstruction to present, including the rise of Jim Crowism, legal segregation in the 20th century, desegregation, and Civil Rights movements in the 1950s, 60s, and 70s.

HIS 555 Researching the Local History of Underground Railroad (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 102 or HIS 106.

Taught: Fall only

This course explores the various activities of enslaved African Americans as they attempted to abscond from human bondage by crossing the Ohio River, which legally separated slave states from free states. Special attention will be placed on the Abolition Movement as well as the development of various African American communities in parts of Cincinnati and Northern Kentucky.

HIS 565 The Vietnam War (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only-even years

Roots of Indo-Chinese war in traditional Vietnamese culture as affected by colonialism, nationalism, and Marxism; causes of U. S. military intervention, stalemate, and consequent American political crisis; impact of war on Vietnamese and American societies; debate over lessons of the war.

HIS 592 Directed Research in History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individual research in an area of history under supervision of faculty member. May be repeated once for credit.

HIS 594 Special Topics in History (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Graduate standing.

Taught: Variable, check with department

Lecture class in topic not included in regular history curriculum. May be repeated for credit when topics vary.

HIS 595 Study Abroad in History (1-15 credits)

Hours: 1-15 classroom + 0 lab/studio

Prerequisite(s): Departmental permission.

Taught: Variable, check with department

An opportunity for students to engage in one or more officially-sponsored and/or departmentally-approved History courses abroad, ranging from one week to an entire semester. May be repeated for credit when topics vary.

HIS 596 Internship: History (3 credits)

Hours: 0 classroom + 3 lab/studio

Prerequisite(s): HIS 515 or consent and instructor.

Taught: Fall and spring

Supervised work experience in a community history agency or institution or experiential learning in an aspect of public history

under the direction of a faculty member. May be repeated once for credit.

HIS 599 Independent Study: History (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individualized study of a special topic under supervision of faculty member. May be repeated for credit when topics vary.

HIS 601 Introduction to Public History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Variable, check with department

The course focuses on three critical experiences: career exploration, problem-based learning, and the honing of professional knowledge and skills. This is a required course for the MAPH program and must be completed during the candidate's first fall semester.

HIS 605 Museum Education and Interpretation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Fall only-odd years

Development and operation of museum educational programs; topics include learning theory, program design, programming for all ages, and visitor research. May be repeated once when topics vary.

HIS 607 Exhibits in Museums and Historic Sites (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 515 or permission of Public History program coordinator.

Taught: Spring only-odd yrs

Theoretical and practical approaches to the development, planning, design, and installation of exhibitions.

HIS 609 Administration and Collections Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Fall only-even years

Basic stewardship obligations for museum collections and fundamental principles and practices of collection management in modern museums.

HIS 611 Museum Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Spring only-even yrs

Overview of museum management history and the theoretical and practical issues involved in managing a non-profit organization.

HIS 616 Theory and Practice of Oral History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Fall only-even years

Historiographical, theoretical and methodological approaches that inform the conducting of oral histories.

HIS 618 Local and Regional Research Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Fall only-odd years

Origin and development of the study of local history and the processes of identifying, locating and using primary and secondary sources on local history topics.

HIS 622 Cultural Heritage Tourism (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Spring only-odd yrs

Resources and theories employed in development and management of historical, cultural and heritage tourist sites; analysis of best practices in fulfilling both public expectations and professional standards.

HIS 624 Historical Editing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Spring only-odd yrs

Theories, practices, and issues involved in editing and publishing historical documents, including prefatory material, transcriptions and annotations.

HIS 625 Introduction to Archives (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 601 or Program Director Approval.

Taught: Variable, check with department

Gives the student a basic understanding of the management and operation of Archives in various venues such as museums, libraries and corporations.

HIS 628 Contract History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Spring only-even yrs

Creation and management of a historical consulting business, including: grant-writing, budgets, contracts, and marketing.

HIS 630 American Decorative Arts (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Variable, check with department

An exploration of American decorative arts within a historical context. The goal is to provide students the skills to research, interpret and explain styles, materials, and time periods of American antiques.

HIS 631 Living History in Museums (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Acceptance into the MAPH program.

Taught: Variable, check with department

Students critically evaluate practices in living history and museum theatre, apply key terminologies and theories utilized in living history and museum theatre, and explore how sites can use living history and museum theatre by creating a program that includes a plan for funding and assessment.

HIS 645 History of Women in the United States since 1900 (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 103.

Taught: Summer only

Women's role in U.S. economic, social, political, and cultural development since 1900; participation of women in recent his-

tory as experienced in di-verse ways depending on racial, ethnic, class, and regional differences.

HIS 689 Research and Writing in Public History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 601 or Program Director Approval.

Taught: Variable, check with department

dents' understanding of how to research and write about United States history.

HIS 692 Graduate Research in History (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individualized graduate research projects directed by members of the faculty, must be selected before registration.

HIS 694 Topics: History (3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Detailed and comprehensive readings on an aspect or era determined by instructor.

HIS 696 Public History Practicum (3-9 credits)

Hours: 3-9 classroom + 0 lab/studio

Prerequisite(s): HIS 515 and permission of the Public History program coordinator.

Taught: Fall and spring

Individualized research, study, and professional development experience. Each student will complete a combination of primary research, secondary source study and practicum in the field work. May be repeated for up to 9 credit hours.

HIS 699 Independent Study: Directed Readings (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individualized study of a special topic under supervision of faculty member. May be repeated for credit when topics vary.

HIS 701 Public History Capstone I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 601.

Taught: Variable, check with department

This course explores the methods, strategies, and aims of doing productive graduate research and writing in Public History in preparation for the final project.

HIS 702 Public History Capstone II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HIS 701.

Taught: Variable, check with department

This course serves as the Public History capstone course culminating in a publishable article, museum exhibit, co-op experience, or other suitable project with the instructor's approval. The project proposal created in Capstone I must have the approval of both the instructor from Capstone I and the program director before the student is allowed to begin the project in this course. The final project must have a writing component for assessment purposes.

HIS 791 Public History Comprehensive Oral Examination (0 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Consent of Public History program coordinator.

Taught: Variable, check with department

Cumulative examination based on student's coursework and study experiences in the program.

Health Science

HSC 580 Applied HealthCare Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HSC 410 or consent of instructor.

Taught: Variable, check with department

Demonstrate and apply skills in healthcare management and operations. Topics to include, but are not limited to: human resources, department finances and billing/coding, data analysis, policy development, regulatory agencies, risk management, customer service, and organizational effectiveness.

HSC 600 Healthcare Research Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): STA 614.

Taught: Fall only

Advanced knowledge in design and analysis of qualitative and quantitative research; strategies for appropriate data analysis of various research designs; development of a research proposal for a clinically based healthcare research problem; strategies for appropriate data analysis of various research designs.

HSC 610 Trends and Cultural Issues in Healthcare (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

An overview of the U.S. healthcare system, both past and present, coupled with an in-depth analysis of modern trends and those expected in the future; Evaluation of the current status of our healthcare system with emphasis on cultural diversity and competency.

HSC 615 Inst Design/Media Dev for Health Prof (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Design, development, and use of interactive media and multimedia; includes integration of various models of instructional design, the fundamentals of technology, technology-based instructional tools, audio, blogging and other social network media. Students will utilize a variety of software applications to create presentations.

HSC 620 Health Care Finance and Reimbursement (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): STA 614.

Taught: Variable, check with department

Study of financial administration processes and payment systems within the various health care delivery systems. Topics to include, but are not limited to: Tools to analyze and understand financial operations, various tools to review and manage comparative data, construct and evaluate budgets, tools to

plan, monitor, and manage financial status, allocation of resources and acquire funds.

HSC 625 Healthcare Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course provides a foundation of healthcare education for instructional leaders to make decisions about the types of teaching strategies and instructional plans they utilize in their classrooms. It will provide strategies of teaching with emphasis on student diversity, learning styles, analogical content, and teaching perspectives. Students will consider paradigm shifts in the roles from clinician/practitioner to educator.

HSC 630 Strategic Planning for Health Services (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

An in depth study of successful strategic planning and marketing tactics utilized in the field of healthcare. Evaluation of stakeholders, community needs and desires, as well as implementation and evaluation of such methods.

HSC 635 Health Education Theory and Psychology (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Review of educational philosophies, past and present, which influence educational practice. Primary focus is on those philosophies having the most influence on adult and healthcare education and on the development of a personal philosophy of education to guide everyday practice in an educational environment.

HSC 640 Health Law and Ethical Issues (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Study and evaluation of health care law and its interface with the health care system and the key players within. Real life ethical dilemmas will be examined with application of various theories and principles that apply.

HSC 645 Curriculum and Instruction in Healthcare (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Development of a comprehensive mechanism for healthcare educators to develop unit planning and instructional design. The student will learn how to create a sequence of learning experiences, both clinically and didactically that will engage and help their students logically and meaningfully meet established learning goals.

HSC 650 Healthcare Policy and Economics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Explore health care issues, policies and economic factors influenced by technological, social, economic, and political factors; availability of and access to health care; social distribution of health care; actions for dealing with health care dilemmas. Federal and state regulatory programs, and health care financing will be examined.

HSC 655 Assessment/Evaluation in Health Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Various assessment and evaluation strategies used in classrooms and clinical settings to assess student learning outcomes. A research-based approach will provide students with strategies to evaluate, develop, and apply to determine best practices. Students will learn how to design effective assessments to meet the particular needs of their students and teaching situations.

HSC 691 Health Science Capstone (4 credits)

Hours: 4 classroom + 0 lab/studio

Prerequisite(s): HSC 696.

Taught: Fall only

This course is the culmination of the program of studies towards a Master of Health Science degree and is structured for the application of knowledge obtained from all other courses, especially the core courses.

HSC 696 Health Science Internship (4 credits)

Hours: 0 classroom + 10 lab/studio

Prerequisite(s): HSC 600.

Taught: Spring and summer

Students will apply knowledge, skills, and competencies obtained through core and guided elective coursework.

Human Services/Mental Health

HSR 500 Multicultural Family Work (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): HSR 105 or EDU 570, or equivalent.

Taught: Summer only

Best practices of in service delivery to families of young children at risk; importance of parent worker partnerships and shared decision making in assessment, communication/intervention, and evaluation; participation in collaborative supervised assessment of one family; family centered services plan.

HSR 526 Family Centered Interventions and Prac (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior standing or Graduate standing.

Taught: Fall, spring, and summer

This course provides a review of theories and research on family stress, coping, resiliency, and well-being at different stages of family life and the impact of decision making on families' quality of life. The course will involve an examination of family reactions to crises and special problems encountered in family living and community resources pertinent to such problems.

HSR 530 Substance Abuse and Process Addictions (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Declared Social Work or Human Services major, or senior or graduate student standing.

Taught: Fall and spring

This course will explore substance and "non-substance" addictions, referred to as process addictions, acquiring

knowledge and skills required to provide services to those suffering from such addictions and their families. This course is an upper level course for those interested in working with addiction issues in various facilities and agencies.

HSR 547 Children and Families in Health Care (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Declared Social Work or Human Services major, or senior or graduate student standing.

Taught: Fall and spring

This course introduces the theory and practice of Child Life, demonstrating how child life specialists provide emotional care and meet the developmental needs of pediatric patients and their families.

HSR 550 Substance Abuse Asses, Diag, Treatment (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Declared Social Work or Human Services major, or senior or graduate student standing.

Taught: Fall and spring

This course will explore the field of substance abuse and addictions, acquiring knowledge, skills, and attitudes related to assessment, diagnosis, and treatment of substance abuse and addiction and their families. Course will explore pharmacology in the treatment of substance abuse disorders and related mental health disorders.

Informatics

INF 594 Graduate Topics: Informatics (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Graduate standing, other prerequisites vary with topics.

Taught: Variable, check with department

Special topics course in Informatics directed by an Informatics faculty member.

Integrative Studies

IST 585 Introduction to Graduate Interdisciplinary Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission into the Master of Art in Integrative Studies program or permission of instructor.

Taught: Fall only

This course provides a comprehensive introduction to graduate studies in liberal arts, multi- and inter-disciplinary research and developing integrative insights. It prepares students for defining their research interests, planning their individualized curriculum and initiating active learning strategies. It also provides opportunity to develop one's writing skills, to gain knowledge of professional writing styles, and practice integrative writing.

IST 694 Interdisciplinary Seminar (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This seminar provides graduate students with opportunities for in-depth study of important interdisciplinary topics or issues. May be repeated when topics vary.

IST 699 Independent Study: Directed Readings (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of selected topic. May be repeated as topics vary.

IST 793 Integrative Studies: Capstone (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

This is the culminating experience for the Master of Arts in Integrative Studies. It includes reviewing the disciplinary work you have completed throughout your multidisciplinary graduate program, analyzing that work, updating and organizing work performed and identify integrative insights. Students produce a portfolio of their multidisciplinary graduate work. Based on the integrative insights identified in the portfolio building process, each student will develop or revise a piece of their graduate-level writing with the goal of submitting it for publication.

IST 797 Applied Research: Capstone Thesis (3-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Consent of Instructor.

Taught: Variable, check with department

Student will work closely with a faculty advisor on a culminating thesis that integrates methods and approaches from two or more of the academic disciplines explored through the MAIS program's coursework.

IST 798 Continued Thesis/Project Enrollment (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): 6 hours of IST 793 or IST 797 and consent of instructor.

Taught: Variable, check with department

Continued enrollment for candidates needing more than two semesters to complete the capstone experience (IST 793 or IST 797). Graded pass/fail, this course may be repeated for two semesters until the project or thesis is complete. NOTE: all coursework that is applied to the degree must be no older than six years by the time the program is completed.

Japanese

JPN 520 Readings in Japanese (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): JPN 380 or equivalent.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics. May be repeated for credit when topic varies.

Mathematics

MAT 584 Cryptography (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Cryptology of classical ciphers, DES and AES, public key cryptosystems, authentication and cryptographic hash functions.

MAT 594 Topics: Mathematics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Topics in mathematics and mathematics education. Topics vary.

MAT 694 Topics: Mathematics (Graduate) (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Various topics. May be repeated for credit when topics vary.

MAT 699 Directed Readings/Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Directed Readings/Independent Study.

Master of Business Administration

MBA 600 MBA Boot Camp (0 credits)

Hours: 0 classroom + 0 lab/studio

Prerequisite(s): Admission to the MBA program.

Co-requisite(s): MBA 601.

Taught: Variable, check with department

This course will provide the needed background to fully prepare students to perform well in the MBA program.

MBA 601 Managing and Leading in Organizations (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): Admission to the MBA Program.

Co-requisite(s): MBA 600.

Taught: Variable, check with department

Develop understanding of human behavior in organizations. Develop skills to anticipate and actively direct self and others' behaviors.

MBA 602 Analytics for Decision Making (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): MBA 601 and successful completion of competency software assignments.

Taught: Variable, check with department

Formulation of appropriate questions for managerial decision-making; development of skills in understanding data needs, financial statements, and related analytics.

MBA 603 Managerial Concepts and Tools (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): MBA 602.

Taught: Variable, check with department

Analyze the impact of legal, regulatory, public policy, ethical, structural, and cultural complexities on the decision-making process. Develop awareness of the constraints imposed by these dimensions on an organization.

MBA 604 Managing for the Future (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): MBA 603.

Taught: Variable, check with department

Analysis of the current and future business conditions to position organizations for future competitive environments.

MBA 605 Operating in a Global Environment (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): MBA 604.

Taught: Variable, check with department

Examination of broad issues of globalization and its relationship to business strategy, processes, and practices; macroeconomic issues that affect business operations.

MBA 606 Aligning Strategy and Structure (6 credits)

Hours: 6 classroom + 0 lab/studio

Prerequisite(s): MBA 605.

Taught: Variable, check with department

Implementation and evaluation of a global strategy; development of skills to manage the sustainable global enterprise in a geopolitical context.

MBA 694 Topics in Business (1-3 credits)

1-3 classroom hours + 0 lab/studio hours

Taught: Fall, Spring, Summer

This course covers special topics in business. Register for the course for a specific topic. The credit hours will vary, based on the topic, from 1-3.

Master of Business Informatics

MBI 599 Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Independent project or intensive study/research with faculty guidance. Open only by consent of advisor/instructor. Meeting times arranged with instructor.

MBI 605 Application Development for Business Analysis (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Admission to graduate program.

Taught: Fall, Winter, Spring, Summer

This course will introduce students to computer software design and programming in a workplace applications development environment. Students develop computer programs with a business problem context. The course includes a survey of systems design, programming techniques, and language syntax for developing for computer-based business systems. Topics include, but are not limited to: event programming, arrays, decision making, data types (classes, records, etc.), error handling, developing user forms, reading from and writing to the web.

MBI 615 Analytical Tools in Business Informatics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

This course exposes students to an integrated set of computer-based analytical tools in business. These tools are foundational for an Informatics professional's ability to assess business operations and more effectively manage projects, departments, and organizations. The course emphasizes the analysis and understanding of business data.

MBI 620 Strategic Leadership for Informatics (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course exposes students to an integrated set of skills needed in the areas of organizational leadership, communication, marketing and strategy. These skills are foundational to an Informatics professional's understanding of and ability to formulate and communicate business needs and thereby more effectively manage projects, departments and organizations. Subject matter will include, but not be limited to, leadership skills, managing teams and groups of professionals, market segmentation, product positioning, external and internal analysis of the firm, long-range planning, and managing by objectives.

MBI 625 Information Systems in Organizations (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall, spring, and summer*

Introduction to the core concepts and fundamental principles of information systems in the context of business decision making. This will include a survey of the information systems discipline and an explanation of its importance in modern organizations. The key objective of the course is to give the student a good understanding of how managers can manage and exploit the potential of information technology for their own career and for the organization.

MBI 630 Systems Analysis and Design (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Develops an understanding of tools, techniques and methods for analysis, design and implementation of information systems. Uses theory and applied projects to build effective interpersonal and communication skills that are essential to interact with clients, users and other team members involved with development, operation and maintenance of information systems. Approaches to systems development such as Rapid Application Development (RAD), Joint Application Development (JAD) and other techniques to create quality systems are explored.

MBI 635 Database Management Systems (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

In depth investigation of intelligent database management systems in support of business decision making. This course includes an investigation of all aspects of data modeling, database design and implementation of relational, object-oriented and semantic databases.

MBI 640 Data Communication and Network Security (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

This course provides students with a balanced understanding of the technical and managerial issues associated with the effective development and use of telecommunications by organizations. Through hands-on labs and a group project, the course also incorporates network security concepts and explores emerging technologies as related to telecommunications.

MBI 645 E-Business (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course includes looking at commercial transactions in an electronic age, technology underpinnings, transactions marketing and exchange, business, managerial and technical implementations of electronic commerce.

MBI 647 ERP Business Process Analysis (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): MBI 625 or permission of the program director.**Taught: Variable, check with department*

teaches "the fundamentals needed to understand data integration across different departments" in every organization.

MBI 650 Information Technology Project Management (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): MBI 625**Taught: Fall and spring*

This course is an overview of software development project management practices, context and processes of software development projects, project risks and failures, managing technical personnel, and issues relating to project outsourcing.

MBI 655 Advanced Business Application Programming (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): MBI 605, MBI 625.**Taught: Variable, check with department*

Modern techniques for business application design, object-orientation in business application systems, interfacing with web-enabled technologies and databases, introduction to component programming and transaction servers.

MBI 657 ERP Business Process Integration (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): MBI 625 and permission of program director.**Taught: Variable, check with department*

Business Process Integration (BPI) is defined as the controlled sharing of data and business processes among any connected applications and data sources within an enterprise and between trading partners. This course uses SAP R-3 environments to illustrate how various business processes of an enterprise relate to each other.

MBI 660 Business Intelligence Development (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): MBI 635.**Taught: Variable, check with department*

The course covers the design and development of business intelligence systems (data warehouses and data marts, for example). Dimensional models will be developed and implemented in an enterprise system. Students gain a working knowledge of business intelligence systems with hands on labs and an applied project.

MBI 662 Decision Analysis (3 credits)*3 classroom hours + 0 lab/studio hours**Prerequisite(s): MBI 635**Taught: Spring Only*

This course will show students how to analyze a wide array of

business planning and decision problems with models and application software. We assess the essential structure of a decision problem in terms of objectives, decision variables, uncertainties, outcomes, choice criteria, and feasibility. Students will examine the complexity of decision making process and attempt to make optimum decisions with modeling and application software.

MBI 664 Data Visualization and Analytics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 615 or equivalent coursework.

Taught: Variable, check with department

This course surveys core concepts and methods for the design, analysis and visualization of organizational data for business planning and decision making purposes. Through applied projects, students will be exposed to an integrated set of computer-based business data analytical and visualization tools.

MBI 665 Knowledge Management and Decision Support (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625.

Taught: Variable, check with department

This course introduces students to knowledge management practices and the technologies collectively called decision support systems. It covers the most current topics affecting how individuals and organizations use computerized support in making decisions. Business applications of data warehouses, online analytical processing, group support systems, knowledge acquisition and representation, knowledge management, knowledge-based decision support and intelligent systems will be explored.

MBI 673 Collaboration Software and Systems (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Enrollment in a graduate program or permission of MBI director.

Taught: Variable-check w/department

Groups and teams are used in today's business environment to implement and accomplish most if not all business activities. The business environment uses groupware tools and techniques to organize and accomplish these activities. This course is designed to introduce students to those tools and techniques at the graduate level; and further, to have students demonstrate the ability to analyze and automate a team based workflow process.

MBI 675 Enterprise Workflow Design and Reengineering (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 635.

Taught: Variable, check with department

Internet, mobile, global-positioning and other technologies and applications are transforming the manner in which business transactions and work-flow processes are carried out. Much of the innovation and value-add has come not from the technologies per se but from the way in which newer business processes and supply chains have been conceptualized, designed and implemented to take advantage of the newer technological functionality.

MBI 677 ERP Programming for SAP (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625 or permission of the program director.

Taught: Variable, check with department

The objective of this class is to provide students a basic understanding of the concepts surrounding Enterprise Resource Planning Systems (ERPs) and the basic understanding of accessing data across the ERP for reporting purposes. This is done through the various programming languages of SAP including NetWeaver.

MBI 680 Global Information Technology and Systems (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625 or permission of MBI director.

Taught: Variable, check with department

This course reviews issues relating to information systems that will serve global markets and facilitate expansion and entry of business into global markets; Using IS resources across national boundaries as in offshore development of IS and outsourcing IS across countries is emphasized.

MBI 682 Information Security and Governance (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625.

Taught: Variable, check with department

The course provides an overview of the field of Information Security and Assurance in various technical and administrative aspects including audit and controls. Students will be exposed to a spectrum of security activities, methods, methodologies, and procedures.

MBI 684 Business Analytics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625 or Permission of the Department.

Taught: Fall only

Business decisions require the basic skills of analyzing data to understand the problem more completely and to produce better answers. Information systems automate these tools and techniques allowing decision makers to get better information quicker. Through hands-on labs and a group project, this course will introduce students to the business analytics process, including problem modeling, tools and techniques for analysis, and effectively communicating insights.

MBI 685 Corporate IS Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 650

Taught: Spring only

An overview of contemporary information technology (IT) computer, telecommunications, and office systems-management issues and principles with specific emphasis on setting the direction of IT resources and managing IT policy and strategy.

MBI 692 Information Systems Research (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625, MBI 630, MBI 635 and MBI 645 or with the permission of the Director of the MBI program.

Taught: Variable, check with department

The course focuses on the investigation of contemporary research in information systems. It provides exposure to a di-

verse set of research methodologies used in information systems research and explores both competing and complementary research paradigms.

MBI 694 Topics in Information Systems (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): MBI 625 or permission of MBI director.

Taught: Variable, check with department

Topics may vary and may include advanced and evolving technologies in information systems and methodologies for information systems development. Repeatable for a maximum of 6 semester hours when topics vary.

MBI 699 Independent Study: Information Systems (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

Independent Study.

Management

MGT 612 Managing People and Organizations (3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

Organizational, situational, and human factors defining the context of managerial work in complex organizations; interactive business cases and readings from organizational and human behavior literatures are used to facilitate student interaction and group development.

MGT 620 Leadership and Ethics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Introduction to elements of leadership, ethical decision making and social responsibility which are critical influences for organizational success.

MGT 625 Operations Management and Decision Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Structure and behavior of productive systems in organizations that produce goods and services; managerial viewpoint, using quantitative analysis to enhance quality of decisions; operations planning, productivity, quality improvement, production information systems, use of computer programs, and case simulations.

MGT 630 Essentials of Project Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Qualitative and quantitative approaches to structuring projects in multi-functional organizational settings; planning, team development, software, quality improvement, completion; case analysis, internships, and/or term projects to blend theory with practice.

MGT 640 Total Quality Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MGT 612 or consent of MBA director.

Taught: Variable, check with department

Managerial focus on quality in diverse organizations, encom-

passing customer focus, employee involvement, measurement, continuous improvement, and performance management within a Baldrige Award framework. Case analysis and/or term projects blend theory with practice.

MGT 650 Project Management Implementation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBA 612 or consent of MBA director.

Taught: Variable, check with department

Approaches to applying project management; behavioral/organizational management, cost analysis, or project control techniques. Repeatable for a maximum of 6 semester hours if topics differ. Case analysis and/or term projects possible.

MGT 660 International Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Management concepts in international settings; strategic and operational planning, organization design, motivation, leadership, quality, management systems, and control; case analysis, projects, and/or study tours abroad to blend theory with practice.

MGT 670 Negotiation and Conflict Resolution (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

The primary purpose of this course is to provide the student with a conceptual and practical understanding of the concepts, legal framework, theory and practices, of negotiation and conflict resolution. Core subjects in the course include the research and framing of issues, bargaining strategies, successful tactics, and methods of reaching a settlement.

MGT 675 Mediation and Conflict Resolution (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Effective problem solving and conflict resolution skills are essential for today's managers and administrators. In line with the trend toward cooperative problem solving, students study the use of interest based problem-solving to facilitate business disputes and to their preparation and participation as a party in a mediation and/or arbitration process. Classes will include lectures, active discussion and application of reading assignments, and role-plays.

MGT 685 Business Strategy, Implementation, and Control (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Strategic planning in the business department; social, political, economic, and ethical forces to which managers must respond; implementation of strategy and control process; use of cases and computers to develop and analyze strategic decisions.

MGT 694 Topics: Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Topics and issues in entrepreneurship, organization behavior, organization theory, operations, or international management. Repeatable for a maximum of 6 semester hours if topics differ.

MGT 699 Independent Study: Management (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Specialized aspect or topic in management chosen by student and appropriate faculty member.

Master of Health Informatics

MHI 599 Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Independent project or intensive study/research with faculty guidance. Open only by consent of advisor/instructor. Meeting times arranged with instructor.

MHI 600 Introduction to Healthcare Operations (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

In order to prepare students to be competent informatics practitioners within the healthcare industry, this course introduces students to the fundamental terminology, practices, and procedures found in the interaction of clinical and business operations.

MHI 601 Technical Foundations of Health Informatics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

This core course provides an introduction to concepts and trends in the Health Informatics field both locally and nationally. The course provides an overview of networks, software, and computers in healthcare with a particular focus on their use in interoperable systems. Applications include electronic health records, computerized physician order entry, and digital imaging.

MHI 625 IS in Healthcare Organizations (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

Introduction to the core concepts and fundamental principles of information systems in the context of healthcare clinical and organizational decision making. This will include a survey of the information systems discipline and an explanation of its importance in healthcare organizations. The key objective of the course is to give the student a good understanding of how managers can manage and exploit the potential of information technology for their own career and for the benefit of their organizations.

MHI 650 Evidence-Based Health Care Methods (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

This course introduces students to quantitative and qualitative research methodologies within the health industry with an emphasis on evidence based practices. Students will learn the basics of empirical health informatics research and will be provided with the conceptual framework to develop their own research projects. Topics include: research design, data collection, data analysis, data mining, and issues concerning privacy and the treatment of human subjects.

MHI 655 Healthcare Organizational Change Mgmt (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

This course will explore the process of change in health care organizations, focusing on change related to the introduction of information technology and systems. The course begins with an overview of the change process, including working in teams to effect change. Several models of change are explored to guide our studies for the remainder of the semester. The course focus is on the tools and skills needed to manage change, including risk assessment, project management and team leadership. We will also explore some of the broader issues surrounding Health-IT-related organizational change.

MHI 665 Healthcare Quality Systems (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): MHI 625 or MBI 625

Taught: Spring Only

This course provides an understanding of quality and patient safety. It examines methods and tools for managing quality in healthcare, including quality assurance and improvement, utilization review and risk management. Topics include: history of quality, trends in healthcare quality, healthcare measure and measurements, quality practices and administrative responsibilities and structures.

MHI 682 Health Informatics Capstone 1 (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Successful completion of 18 credits toward MHI Degree.

Taught: Fall, spring, and summer

This class is the first of two consecutive semester classes. Students are assigned to a local healthcare institution or business to work on assigned projects with consultation by a faculty advisor and allow students to integrate academic experience into real world situations while developing skills and knowledge required in the field.

MHI 684 Health Informatics Capstone 2 (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MHI 682.

Taught: Variable, check with department

This class must be completed over the second of two consecutive semesters. Students continue their assignments with a local healthcare institution or business to work on the assigned projects. This allows students to maintain the integration of academic experience with real world situations and develop skills and knowledge required in the field.

MHI 694 Topics in Health Informatics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MBI 625 or consent of MHI director.

Taught: Variable, check with department

Topics may vary and may include MIS, database management systems, artificial intelligence, expert systems, decision support systems, office automation, simulation modeling, fourth-generation languages, application generators, and others. Repeatable for a maximum of six semester hours when topics vary.

MHI 699 Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Independent project or intensive study/research with faculty guidance. Open only by consent of advisor/instructor. Meeting times arranged with instructor.

MHI 815 Informatics for Advanced Practice (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MHI 601 and STA 814.

Taught: Variable, check with department

This course builds from an overview of informatics and statistics to provide the student practical skills for the transformation of data needed into information, knowledge, clinical decision making, and improve outcomes. Students will be exposed to critical skills to support evidence-based practice such as knowledge management, process analysis, clinical workflow, data analysis, database usage, specialized healthcare information systems and available technology tools to extract, organize, analyze, interpret, and present information.

Marketing

MKT 625 Marketing Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of Chair.

Taught: Fall and spring

Problems faced by mid- and top-level marketing decision makers and the consequences of their decisions; case study and/or simulation. A variety of marketing areas will be considered in depth.

MKT 630 Customer Behavior and Marketing Communication (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MKT 625.

Taught: Variable, check with department

Household and business customers; customer decision-making processes and the cultural, socio-economic, environmental, and inter- and intra-personal factors that influence it; principles of marketing communications planning and of conventional and emerging media and their interface with diverse customer response behaviors.

MKT 640 Services Marketing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MKT 625.

Taught: Variable, check with department

Service marketing processes and service delivery systems; managing the seven P's of services - product, price, place, promotion, people, processes, and physical facilities; role of technology in service delivery; managing service quality and recovery from service failures.

MKT 650 Marketing Strategy and Planning (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MKT 625.

Taught: Variable, check with department

Factors and concepts in decisions about a firm's long-term strategy to build, maintain, and grow its market position; skills and hands-on experience (through project work) in developing a long-term strategy, and a five-year annualized marketing plan implementing that strategy.

MKT 660 International Marketing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): MKT 625.

Taught: Variable, check with department

Concepts, perspectives, and analytical tools to assess opportunity and prepare marketing plans for a firm's multi-country operations; researching cultures and customer behaviors in markets around the world; market analysis and planning in mature, growth, and emerging markets of the world; global marketing strategy and programs.

MKT 694 Selected Topics in Marketing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of Chair.

Taught: Variable, check with department

Specialized topics of faculty and student interest. Topics vary and may include entrepreneurial marketing, services marketing, product planning and development, behavioral sciences in marketing, and marketing research. Repeatable for a maximum of 6 semester hours if topics differ.

MKT 699 Independent Study: Marketing (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): MKT 625.

Taught: Variable, check with department

Specialized aspect or topic in marketing chosen by student and appropriate faculty member. Subject to academic regulations pertaining to independent study as given in the MBA catalog.

Music

MUS 613 Seminar in Music Technology (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Computer applications unique to musicians and their art; basic concepts of electronic music, computer music publishing and part writing, and desktop publishing for musical programs; basics of MIDI (musical instrument digital interface); realization of music through computer playback of digitized sampled sound.

MUS 668 Applied Harp (3 credits)

Hours: 0 classroom + .5-1 lab/studio

Prerequisite(s): Audition.

Taught: Fall and spring

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 669 Applied Harpsichord (3 credits)

Hours: 0 classroom + .5-1 lab/studio

Prerequisite(s): Audition.

Taught: Fall and spring

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 683 Applied Euphonium (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Prerequisite(s): Audition.**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 684 Applied Tuba (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Prerequisite(s): Audition.**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 685 Applied Piano (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 686 Applied Organ (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 687 Applied Voice (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 688 Applied Guitar (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Prerequisite(s): Audition.**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 689 Applied Percussion (3 credits)*Hours: 0 classroom + .5-1 lab/studio**Taught: Fall and spring*

Private instruction in harpsichord, harp, voice, piano, organ, guitar, and band and orchestral instruments. May be repeated

for credit. Applied credits are available only to students working for the Master of Education, as follows: 1 hr. contact = 3 semester hours. Fees assessed according to contact hours.

MUS 699 Independent Study: Music (1-3 credits)*Hours: 1-3 classroom + 0 lab/studio**Taught: Variable, check with department*

Individual creative or research projects: projects, directed by members of the faculty, must be approved before registration.

Nursing Registered Professional**NRP 530 Introduction to Simulation (3 credits)***Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Baccalaureate degree in approved discipline of study.**Taught: Variable, check with department*

Using the "Standards of Best Practice: Simulation" developed by the International Nursing Association for Clinical Simulation and Learning this course will investigate the utilization of simulation as a teaching and learning strategy in classroom and acute care settings.

NRP 531 Best Practices in Simulation (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): NRP 530 and baccalaureate in approved discipline.**Taught: Variable, check with department*

This course builds upon the introductory course to discuss simulation lab design, financial management of a simulation center and best practices utilized in simulation centers today.

NRP 532L Simulation Practicum (3 credits)*Hours: 0 classroom + 6 lab/studio**Prerequisite(s): NRP 530 and NRP 531.**Taught: Variable, check with department*

Capstone clinical course in which the student will spend an intensive one week in the simulation laboratory at Northern Kentucky University refining and defining previously achieved knowledge, skills and attitudes.

NRP 600 Scholarly Inquiry (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): STA 614 or equivalent.**Taught: Fall and spring*

Exploration of foundational knowledge related to scholarly inquiry in nursing and the underlying principles for ethical conduct of research; Rigorous appraisal of diverse scholarly resources to inform advanced nursing practice; Identification of a research problem with development of a research question.

NRP 601 Role Development for Advanced Nursing Practice (1 credit)*Hours: 1 classroom + 0 lab/studio**Taught: Fall, winter, spring and summer*

History and overview of advanced nursing practice roles including but not limited to: direct care provider, consultant, educator, researcher, collaborator, leader, and administrator. Selected legal, practice and ethical issues affecting advanced nursing practice will be explored.

NRP 602 Health Promotion & Disease Prevention (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): BIO 668.

Co-requisite(s): NRP 606 and NRP 608.

Taught: Spring only

This didactic course will introduce current theories, issues and research related to health promotion and disease prevention in the adult, infant and child population as it relates to individuals, families, communities and populations. Emphasis will be placed on the role of the advanced practice nurse in risk assessment, screening, counseling and education from infancy through old age. Lifestyle, cultural, environmental, socio-economic, and genetic variables will be incorporated. Recognition of vulnerability across the adult lifespan and in the diverse settings of primary, chronic and acute care will be emphasized. Risk assessment and management will be grounded in evidence based practice principles and guidelines.

NRP 603 Introduction to Pediatric Health Care (2 credits)

2 classroom hours + 0 lab/studio hours

Prerequisite(s): BIO 668

Co-requisite(s): NRP 606 and NRP 608

Taught: Variable-check w/department

This is the first course of four courses which looks at infants, children and adolescents in the contexts of growth and development, and primary health care. This course focuses upon health promotion and looks at the child and family first from the perspective of the medical home environment and then extending outward into the community and national spheres. Prevention of disease will be an outgrowth of anticipatory guidance presented in a developmentally appropriate manner.

NRP 604 Theoretical Foundations of Nursing Practice (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSN program.

Taught: Spring only

Exploration, debate and evaluation of the historical, philosophical, theoretical and scientific foundations of nursing as a unique discipline. Exploration of contemporary perspectives on nursing knowledge. Analysis of the process of theory development on nursing knowledge. Application of theory to advanced nursing practice within healthcare settings.

NRP 605 Clinical Pharmacology in Adult Acute Care (1 credit)

Hours: 1 classroom + 0 lab/studio

Taught: Variable, check with department

This didactic course will introduce current theories, issues and research related to the pharmacologic management of acutely ill adults. Emphasis will be placed on evidence based application of appropriate drug selection, dosing/administration, monitoring and outcome evaluation in the management of clients with complex conditions. Relevant age, genetic and culture related variables will be incorporated.

NRP 606 Diagnostic Reasoning and Advanced Physical Assessment (2 credits)

Hours: 2 classroom + 1 lab/studio

Prerequisite(s): BIO 668.

Co-requisite(s): NRP 608.

Taught: Spring only

Development of advanced skills in assessment of physical, cognitive, nutritional, and functional domains; integration of

appropriate test data and diagnostic reasoning.

NRP 607 Issues in Advanced Practice (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): MSN and post- MSN NP students, NRP 606 and NRP 608.

Taught: Spring only

Discuss the history and continued evolution of Nurse Practitioners. Selected legal/practice issues affecting nurse practitioners will be explored; including education, certification, credentialing, scope of practice, standard of care, prescriptive privileges, documentation of patient care, ethical issues, and reimbursement.

NRP 608 Clinical Pharmacology and Intervention (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): BIO 668.

Co-requisite(s): NRP 606.

Taught: Spring only

Review of pharmacological physiology of selected therapeutic agents; pharmacological management of clients, including drug selection, client/family education, and monitoring and evaluating pharmacological interventions.

NRP 609 Pediatric Pharmacology (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): NRP 608.

Taught: Summer only

Major categories of pharmacological agents used in primary and acute care environments for care of infants and children; physiological action of selected OTC and prescription drugs, unexpected client responses, and major untoward effects encountered in infants and pediatric diseases. Clinical judgment in management and evaluation of therapeutic strategies for individual children.

NRP 610 Geriatric Pharmacology (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): NRP 608.

Taught: Spring only

Major categories of pharmacological agents used in primary and acute care environments with the elderly; physiological action of selected OTC and prescription drugs, unexpected client responses, and major untoward effects encountered in geriatric therapeutic strategies for individual elderly.

NRP 612 Health Care Policy and Economics (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Explore health care issues, policies and economic factors influenced by technological, social, economic, and political factors; availability of and access to health care; social distribution of health care; actions for dealing with health care dilemmas. federal and state regulatory programs, and health care financing will be examined.

NRP 613 Wellness & Primary Care of Infants and Children (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 606, NRP 609 and BIO 668.

Taught: Fall only

This course addresses the role of the primary care nurse practitioner in well-child supervision and the clinical management

of common pediatric health problems. This advanced pediatric course will integrate principles of child development, pathophysiology, pharmacology, epidemiology, genetics, and cultural considerations in the primary care of children.

NRP 614 Primary Care of Obstetric Patient (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): NRP 606.

Taught: Summer only

Changes experienced by women during pregnancy and childbearing; assessment of the obstetric patient and fetus; interpretation of laboratory findings; development and evaluation of the plan of care for the obstetric patient.

NRP 615 Primary Care of Gynecologic Patient (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): NRP 606 and NRP 608.

Taught: Summer only

Gynecologic conditions experienced by women across the life span approached through integration of physiological and pathophysiological concepts and the humanities.

NRP 616 Primary Care of Aged (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 618.

Co-requisite(s): NRP 620.

Taught: Spring only

Role of nurse practitioner in management of acute and chronic illnesses commonly affecting the elderly; health promotion, disease prevention, pathophysiology, assessment, and therapeutic management of common health problems of elderly.

NRP 618 Primary Care of Adults I (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): BIO 668, NRP 606, NRP 608.

Taught: Fall only

Information necessary for the practice of primary care; pathophysiology, assessment, diagnosis, and therapeutic management of common health problems across the life span; lecture, case study analysis, and focused seminar.

NRP 619 Primary Care of Adolescents (2 credits)

Hours: 2 classroom + 0 lab/studio

Taught: Fall only

Role of the nurse practitioner in management of unique needs of adolescents; principles of health promotion, disease prevention, and management of common health problems in adolescents.

NRP 620 Primary Care of Adults II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 618

Taught: Spring only

Synthesis of pathophysiology, principles of health promotion and disease prevention, assessment, diagnosis and therapeutic management of complex problems in adults will be analyzed.

NRP 621 Management of Human Resources (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): Must be admitted to the program or consent of instructor prior to registration.

Taught: Fall and spring

Theoretical and practical knowledge needed to manage human resources in the health care setting; development and implementation of personnel policies and practices that assist staff to work effectively toward individual and organizational goals; leadership skills, employee motivation, and evaluation strategies.

NRP 623 Nurse Executive Seminar (1 credit)

Hours: 1 classroom + 0 lab/studio

Co-requisite(s): NRP 623L.

Taught: Fall only

Integration of research from nursing and management science relative to the inquiry and practice of nursing administration; analysis of nursing models and theoretical perspectives in management science; analysis of perspectives in public and business administration for their usefulness to nursing administration.

NRP 623L Administrative Nursing Capstone Practicum (3 credits)

Hours: 3 classroom + 9 lab/studio

Co-requisite(s): NRP 623.

Taught: Fall only

Integration of research from nursing and management science relative to the inquiry and practice of nursing administration; analysis of nursing models and theoretical perspectives in management science; analysis of perspectives in public and business administration for their usefulness to nursing administration.

NRP 624 Health Care Strategic Planning and Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): FIN 624 and NRP 621.

Co-requisite(s): MBI 625.

Taught: Fall and spring

This course provides an overview of the nurse executive's role in strategic leadership and project administration in healthcare organizations. The course includes review of theory and research on strategic management, areas of strategy formulation and implementation in healthcare organizations, and project administration to achieve projected outcomes. Principles of project administration and process, specifically addressing the project administration responsibilities of the nurse executive leader are explored.

NRP 625 Pathopharmacology & Physical Assessment (3 credits)

Hours: 2 classroom + 1 lab/studio

Prerequisite(s): NRP 600, NRP 601, NRP 604, and NRP 612.

Taught: Variable, check with department

This course is designed to build on your existing knowledge in human physiology, pharmacologic principles and the relationship between the two. The course is intended to meet the physical assessment, pathophysiology and pharmacology requirements for the Nurse Educator.

NRP 626 Nurse Executive Seminar II (1 credit)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 601, NRP 602, NRP 604, NRP 623, and NRP 623L.

Co-requisite(s): NRP 626L.

Taught: Spring only

Mission, organizational growth, strategy development, and

change processes needed to implement factors influencing strategic planning and considerations of the past, present, and future.

NRP 626L Administrative Nursing Capstone Practicum (3 credits)

Hours: 0 classroom + 9 lab/studio

Prerequisite OR Co-requisite: NRP 624.

Co-requisite(s): NRP 626.

Taught: Spring only

Practicum synthesizing content from all previous courses in the nursing administration major; incorporation of nursing and organizational theories; finance, informatics and research to identify and complete a clinically-based scholarly project.

NRP 630 Children with Chronic Illnesses and Special Needs (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 606, NRP 608 and NRP 613.

Taught: Fall only

Pathophysiology and advanced management of pediatric chronic health conditions; focus on appropriate age and developmental assessment, diagnosis, management and evaluation; family impact, genetic issues of relevance to chronic illness.

NRP 633L Primary Care Residency I (3 credits)

Hours: 0 classroom + 3 lab/studio

Prerequisite(s): B or better in NRP 606 and NRP 608.

Prerequisite OR Co-requisite: NRP 613 or NRP 618 or NRP 630.

Taught: Fall, spring, and summer

Supervised residency as a primary care practitioner; problem identification and management of common acute illnesses; integrating advanced assessment skills and pharmacological management; clinical residency in a variety of settings.

NRP 634L Primary Care Residency II (3 credits)

Hours: 0 classroom + 3 lab/studio

Prerequisite(s): NRP 633L.

Taught: Fall, spring, and summer

The second of two clinical immersion courses as a primary care practitioner in community based settings. Emphasis is placed on risk identification, health promotion, complex disease management, and client and family counseling.

NRP 635L Primary Care Residency III (2 credits)

Hours: 0 classroom + 2 lab/studio

Prerequisite(s): NRP 634L.

Taught: Fall, spring, and summer

Culminating clinical residency as primary care practitioner; independent clinical decision making, monitoring quality care, interdisciplinary collaboration, and organizational and role competencies; clinical residency in a variety of settings.

NRP 636L Clinical Residency (1 credit)

Hours: 0 classroom + 1 lab/studio

Prerequisite(s): NP Advancement students or permission of instructor.

Taught: Fall, spring, and summer

A clinical residency providing concentrated clinical opportunities in primary care; clinical residency in a variety of settings.

NRP 637 Nurse Practitioner Capstone I (1 credit)

1 classroom hours + 0 lab/studio hours

Prerequisite(s): NRP 690

Co-requisite(s): NRP 633L

Taught: Fall, Spring, Summer

This is the first of two courses that provides the MSN student the opportunity to synthesize concepts from previous coursework and apply knowledge to various health and disease issues in diverse populations. The range of identified issues will vary according to the population.

The two course series will result in a culminating project to include legal, ethical, health literacy and evidence based patient care guidelines specific to the population of interest.

NRP 638 Nurse Practitioner Capstone II (1 credit)

1 classroom hours + 0 lab/studio hours

Prerequisite(s): NRP 637

Co-requisite(s): NRP 634L

Taught: Fall, Winter, Spring

In this second course of a two course series the MSN student continues to synthesize concepts from previous coursework and apply that knowledge to various health and disease issues in populations in need. The range of identified issues will vary according to the population. The two course series will result in a culminating project to include legal, ethical, health literacy and evidence-based patient care guidelines specific to the population of interest and completion of a portfolio to demonstrate each of the core competencies.

NRP 642L Practicum for Nurse Educators I (2 credits)

Hours: 0 classroom + 1 lab/studio

Co-requisite(s): NRP 649.

Taught: Fall only

Conceptualize and operationalize elements of patient education and staff development instruction in a variety of nursing education settings. Guided preceptorship experience in areas of staff development and patient education.

NRP 643L Practicum for Nurse Educator II (2 credits)

Hours: 0 classroom + 1 lab/studio

Prerequisite(s): NRP 642L and NRP 649.

Co-requisite(s): NRP 651.

Taught: Spring only

This is the final MSN Ed concentration clinical practicum course in which models and theories of advanced nursing education practice are implemented and evaluated in the culminating educational project.

NRP 644L Nurse Educator Scholarly Project (3 credits)

0 classroom hours + 3 lab/studio hours

Prerequisite OR Co-requisite: CHP 603

Taught: Variable-check w/department

Practicum synthesizing content from all previous courses in the Nursing Educator Concentration; incorporation of nursing and educational theories; curriculum development, teaching and learning strategies; evaluation and assessment; the role of an educator; and EBP will be utilized to complete a comprehensive project within a selected educational setting.

NRP 650 Nursing Classification, Language and Semantics for Advanced Practice (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): STA 614, MHI 601, NRP 600, NRP 604 and admitted to program.

Co-requisite(s): NRP 601.

Taught: Variable, check with department

This course is focused on research, critique and application of concept representation in nursing informatics practice. It will examine current trends in nursing terminologies and the application of semantic representation to nursing practice. It will develop approaches to evaluating and applying concept-oriented language into clinical informatics applications.

NRP 660 Psychopharmacology Across the Lifespan (4 credits)

Hours: 4 classroom + 0 lab/studio

Prerequisite(s): Graduate Level adult Pharmacology course.

Co-requisite(s): NRP 662.

Taught: Variable, check with department

This didactic course will cover advanced psychopharmacology concepts, theories and issues building on the knowledge of general pharmacology, with an emphasis on the neurophysiological basis of psychiatric/mental health problems of individuals, ranging from childhood to geriatrics. Emphasis will be placed on the application of neuroscientific, neurobiological and genetic contemporary knowledge to psychopharmacological treatment strategies and their modification to improve patient care. The role of neuro-transmitters, receptors, brain circuits and their activity in the formation of symptoms will be incorporated, along with neuroanatomical, neurophysiological and neuropharmacological concepts. The effects and side effects of psychotropic medications used in the treatment of common psychiatric and mental illnesses across the life span will be discussed. Issues of prescribing and coordinating multiple medications and potential interactions will also be considered.

NRP 661 Non-Pharmacological Treatments (Psychotherapy) Across the Life Span (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 660.

Co-requisite(s): NRP 662.

Taught: Fall only

This didactic course will deal with non-pharmacological methodologies and interventions. (The course) It will encompass individual therapies, group therapies, reminiscence therapy, play therapy, family therapies and complementary and alternative approaches. Appropriate clinical application of each therapeutic approach will be explored. The use of self, the therapist-patient relationship, phases of the therapeutic relationship, teaching-coaching functions will be covered.

NRP 662 Assessment and Diagnosis of Psychiatric Mental Health Problems Across the Life Span (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Graduate Level Physical Assessment.

Co-requisite(s): NRP 661.

Taught: Spring only

This didactic course will present the process of history taking and assessment of psychiatric mental health problems in the diagnosis of children through older adults. The advanced comprehensive assessment will be presented as the pivotal source leading to a correct diagnosis of an individual. Cultural, genetic, religious, and behavioral and laboratory data will be utilized in the formulation of differential diagnoses. Neuroscientific principles, DSMIV-TR and data from the comprehensive assessment will be applied in reaching a final diagnosis of a

major psychiatric disorders and the possible differential diagnosis. The student will use various assessment tools and guides appropriate for individuals of different ages. Case studies, and video will be utilized to allow the student to implement the gained advanced practice skills.

NRP 663 Science of Psychiatric Mental Health Nursing II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 660, NRP 661, NRP 662, NRP 664 and NRP 665L.

Co-requisite(s): NRP 667 and NRP 668.

Taught: Summer only

Further development of assessment, diagnosis, biological and behavioral interventions utilizing standardized taxonomy systems for complex psychiatric disorders across the life span. Family theoretical concepts and methods related to mental health and illness will be integrated.

NRP 664 Management of Acute, Complex and Chronic Psychiatric Disorders Across the Life Span (4 credits)

Hours: 4 classroom + 0 lab/studio

Prerequisite(s): NRP 660 and NRP 662.

Co-requisite(s): NRP 665L.

Taught: Spring only

This didactic course will integrate comprehensive assessment, neurophysiological theory, diagnosis and its application in the process of psychopharmacological and non-pharmacological treatment of individuals with psychiatric mental health problems. The role of the advanced practice FPMH nurse in risk assessment, counseling, and education of the diagnosed individual and their family will be highlighted. The variables of lifestyle, culture, religion, socio-economic and genetics will be incorporated. Risk assessment will be explored in light of the variables of life and phases of the illness (acute, relapse and recurrence). Case studies presented will allow the student to synthesize and implement the skills and knowledge gained from psychopharmacology, assessment /diagnosis, and non-pharmacological treatments.

NRP 665L Advanced Psychiatric NP Clinical Residency I (3 credits)

Hours: 3 classroom + 20 lab/studio

Prerequisite(s): NRP 664.

Co-requisite(s): NRP 667.

Taught: Variable, check with department

This clinical course promotes the beginning development of the role of the advanced PMHNP on the psychiatric treatment team. It will provide for application, in the clinical area, of the essentials of advanced psychiatric nurse practitioner through clinical teaching and supervision. The integration and synthesis of psychopharmacology, assessment, diagnosis, treatment and management of the psychiatric mental health patient of all age groups is the focus of this course. Ethical and legal implications in treatment will be incorporated. Active involvement in skill practice will be facilitated through the preceptor and faculty member. Application of evidenced based knowledge and critical thinking skills will take place in a variety of clinical settings and with all age groups. Time spent with populations will be divided between patients from children, adolescent, adult and geriatric age groups.

NRP 667 Professional Issues, Role, Ethics and Law in Psychiatric Advanced Practice (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 664.

Co-requisite(s): NRP 668.

Taught: Summer only

This didactic course will build on the general knowledge obtained in previous Nurse Practitioner programs (role, ethics and law). An interdisciplinary focus of essential topics in role, ethics and law specific for the Family Psychiatric Nurse Practitioner will be emphasized. Professional role responsibilities, informed consent, ethics in psychiatry, risk assessment and legal considerations in the advanced role in psychiatry will be covered. Client advocacy, case management along with health promotion and disease prevention education will be incorporated. Appropriate cases studies will be utilized to apply concepts introduced in this course.

NRP 668 Advanced Psychiatric Mental Health Nursing Clinical Residency II (3 credits)

Hours: 3 classroom + 20 lab/studio

Prerequisite(s): NRP 665.

Taught: Variable, check with department

This culminating clinical course is designed to advance the student's synthesis of clinical practice, treatment, critical thinking skills, communication, decision making with patients and treatment team interaction in a variety of clinical settings which deal with child, adult, adolescent, and the geriatric populations. This practicum is the second of two consecutive courses. Expectations of this clinical experience are direct patient contact, therapeutic interaction with staff, families, and systems, as well as medication management. The student will function in the role of the advanced practice psychiatric nurse practitioner under the guidance of a preceptor and a faculty member. Details of the practicum will be coordinated with the student, agency and faculty based upon course objectives, clinical objectives and student educational goals. Independent clinical decision making, planning of care, monitoring of care and interdisciplinary collaboration along with organizational and role competencies in a variety of settings and patients of all age groups will be the foci of this course.

NRP 668L Advanced Psych NP Clinical Residency II (2 credits)

Hours: 2 classroom + 2 lab/studio

Prerequisite(s): NRP 665L.

Co-requisite(s): NRP 667.

Taught: Summer only

Culminating clinical residency designed to advance the student's clinical practice with clients in a variety of psychiatric mental health settings. Independent clinical decision-making, monitoring quality care, interdisciplinary collaboration, and organizational and role competencies in a variety of settings.

NRP 670 Adult Health Promotion and Disease Prevention (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 606 and NRP 608.

Co-requisite(s): NRP 605 and NRP 670L.

Taught: Summer only

This didactic course will introduce current theories, issues and research related to health promotion and disease prevention in the adult population as it relates to individuals, families, communities and populations. Emphasis will be placed on the

role of the advanced practice nurse in risk assessment, screening, counseling and education from adolescence through old age. Lifestyle, cultural, environmental, socio-economic, and genetic variables will be incorporated. Recognition of vulnerability across the adult lifespan and in the diverse settings of primary, chronic and acute care will be emphasized. Risk assessment and management will be grounded in evidence based practice principles and guidelines.

NRP 671 Common Acute/Emergent Problems I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 670, NRP 670L and NRP 605.

Co-requisite(s): NRP 671L, NRP 676 and NRP 690.

Taught: Fall only

This didactic course will address diagnostic and management issues related to the care of acutely ill adult clients. Pathophysiology as well as psychosocial, cultural, geriatric and genetic influences impacting the assessment, diagnosis and management of common acute illness states resulting in hospitalization will be incorporated. Ethical-legal considerations will also be addressed. Illness states that will be covered include (but are not limited to): cardiovascular, pulmonary, renal, endocrine, hematologic, oncologic, and immunologic.

NRP 671L Acute Care Residency I (3 credits)

Hours: 0 classroom + 3 lab/studio

Prerequisite(s): NRP 690.

Co-requisite(s): NRP 637.

Taught: Fall only

Supervised clinical practicum in acute care designed to provide the beginning to intermediate Acute Care Nurse Practitioner student with practice experience to develop the skills of assessment, diagnostic reasoning, development of differential diagnoses, identification of health / healthcare system risks with appropriate interventions, develop and integrate specific disease management plans and refine oral case presentation skills. Acute care settings that provide exposure to a patient population with diverse medical and surgical diagnoses will be targeted. The student will have the opportunity to refine the integration and synthesis of theory, clinical research, advanced therapeutics and decision making as it relates to both acute and chronic illness states. A total of 300 hours (~15-20 hrs/wk) will be completed.

NRP 672 Common Acute/Emergent Problems II (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 671, NRP 671L, NRP 676 and NRP 690.

Co-requisite(s): NRP 672L.

Taught: Spring only

This didactic course, a continuation of NRP 671, will further address diagnostic and management issues related to the care of acutely ill adult clients. Pathophysiology as well as psychosocial, cultural, geriatric and genetic influences impacting the assessment, diagnosis and management of the most common acute illness states resulting in hospitalization will be incorporated. Ethical-legal considerations will also be addressed. Illness states that will be covered include (but are not limited to): gastrointestinal, urologic/gynecologic, neurologic, musculoskeletal, and HEENT.

NRP 672L Acute Care Residency II (3 credits)

Hours: 0 classroom + 3 lab/studio

Prerequisite(s): NRP 671L.

Co-requisite(s): NRP 672.

Taught: Variable, check with department

Supervised clinical practicum in acute care designed to provide the inter-mediate to advanced Acute Care Nurse Practitioner student with practice experience to expand the skills introduced in NRP 671L and to integrate management of acutely ill adults with complex conditions in high acuity and specialty areas. The student will have the opportunity to refine the integration and synthesis of theory, clinical research, advanced therapeutics, decision making, and outcome evaluation as it relates to both acute and chronic illness states. A total of 300 hours (~12-16 hrs/wk) will be completed.

NRP 673L Acute Care Residency III (2 credits)

Hours: 0 classroom + 2 lab/studio

Prerequisite(s): NRP 672 and NRP 672L.

Co-requisite(s): NRP 675.

Taught: Spring only

Supervised clinical practicum in acute care designed to provide the advanced Acute Care Nurse Practitioner student with practice experience to refine the skills developed in NRP 670/NRP 671L/NRP 672L and further emphasize the comprehensive management of acutely ill adults with complex conditions in high acuity and specialty areas. This final practicum course requires the synthesis of theory and clinical experience / application to facilitate transition to the novice ACNP role. A total of 200 hours (~12-16 hrs/wk) will be completed.

NRP 674L Acute Care Residency IV (1 credit)

Hours: 0 classroom + 1 lab/studio

Prerequisite(s): NRP 673L.

Co-requisite(s): NRP 675.

Taught: Fall, spring, and summer

Supervised clinical practicum in acute care designed to provide the advanced Acute Care Nurse Practitioner student with additional practice experience to refine the skills developed in the prior clinical courses and further emphasize the comprehensive management of acutely ill adults. This course requires the synthesis of theory and clinical experience / application to further develop skills in areas of identified need from prior clinical courses and to facilitate transition to the novice ACNP role. A total of 100 hours (8-10 hours per week) will be completed. Target student groups: NP Advancement Students as their final clinical course in lieu of NRP 673L and as an optional supplement course for MSN/Post MSN students who are in good standing in the program but are deemed to need additional experiential learning to meet the clinical competencies of the program. For the latter, this course may be taken only once with all hours completed within a single term which is to be no later than the second term following NRP 673L.

NRP 675 Seminar for Clinical Decision Making (1 credit)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 672 and NRP 672L.

Co-requisite(s): NRP 673L.

Taught: Summer only

This final didactic course serves as the culminating capstone in which the student will demonstrate the integration of theory, research, critical thinking / diagnostic reasoning, complex case analysis, and outcome evaluation in a seminar format. Emphasis will be placed on the application of evidence based research / practice guidelines within the context of the individual client condition.

NRP 676 Advanced Technologies for Acute Care (2 credits)

Hours: 2 classroom + 2 lab/studio

Prerequisite(s): NRP 606 and NRP 608.

Co-requisite(s): NRP 671, NRP 671L and NRP 690.

Taught: Summer only

This course will integrate assessment, implementation, and evaluation of advanced technologies in the diagnosis and management of acutely ill adults. Identification of appropriate client conditions requiring technology using evidence based criteria and the impact of the technology on the on the client, family and health care system will be addressed. Ethical, legal and psychological aspects will be incorporated. An introduction to invasive interventions and diagnostic device application and interpretation within the ACNP scope of practice will be provided. Hands-on skills practice will be facilitated through NRP 690 (On-campus residency).

NRP 680L Nursing Informatics Capstone I (2 credits)

Hours: 2 classroom + 2 lab/studio

Prerequisite(s): STA 614, MBI 630, MBI 635, MBI 650, MHI 601, NRP 600, NRP 601, NRP 604, NRP 612 and NRP 650.

Taught: Variable, check with department

This course integrates nursing and informatics research, concepts, and theories. The role of an Informatics Nurse is explored. The course is designed to integrate didactic content and clinical experience within selected healthcare settings. A needs assessment will be completed and an improvement project planned for implementation in NRP 681L.

NRP 681L Nursing Informatics Capstone II (2 credits)

Hours: 0 classroom + 2 lab/studio

Prerequisite(s): NRP 680L.

Taught: Variable, check with department

This capstone course integrates nursing and informatics, research, concepts, and theories. The role of an Informatics Nurse is explored. The course is designed to integrate didactic content and clinical experience within selected healthcare settings. This capstone experience will be a continuation of the action plan you outlined in NRP 680L.

NRP 688 Qualitative Research (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 600.

Taught: Fall only

Basic design, principles, methods, and analysis using varied qualitative methods. Each graduate student will propose a study, collect and organize data, begin data analysis.

NRP 689 Applied Research (2 credits)

Hours: 2 classroom + 0 lab/studio

Prerequisite(s): NRP 600.

Taught: Spring only

Identification, critique, analysis, synthesis, application and evaluation of evidence to support clinical and organizational practices. This course will provide students with knowledge to promote and implement evidence in nursing and healthcare systems.

NRP 690 On-Campus Residency (1 credit)

Hours: 1 classroom + 0 lab/studio

Prerequisite(s): NRP 606 and NRP 608.

Taught: Variable, check with department

This mandatory on campus residency will provide hands on

student practice and faculty evaluation of problem based assessment, communication, and procedural skills within the specialty specific nurse practitioner scope of practice. The residency will occur over an approximate 3-4 day period prior to beginning clinical immersion courses. Orientation to the clinical residency and corresponding Capstone courses will be presented. Satisfactory completion of this on campus residency is REQUIRED in order to progress further with the primary care nurse practitioner clinical residency courses. Note that this on campus residency is offered only once annually, so it is imperative to plan accordingly to stay in progression.

NRP 691 Thesis Preparation (1 credit)

Hours: 1 classroom + 0 lab/studio

Taught: Fall and spring

Continuing enrollment for students needing more than one semester to complete NRP 697 Investigative Project. Graded pass/fail. This course must be repeated each semester until the project or thesis is completed. Limit of six semesters (exclusive of summers).

NRP 694 Topics: Nursing (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Current enrollment in MSN program; consent of instructor and program director.

Taught: Variable, check with department

Group in depth study; use of theory and research to examine selected topics and issues in nursing. Written agreement describing activity to be pursued, and evaluation thereof, between supervising faculty member and students.

NRP 697 Investigative Project (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): NRP 600, STA 614, and consent of instructor prior to registration.

Taught: Variable, check with department

Research project related to a specific Clinical nursing problem culminating with a publishable paper. Required for degree candidates electing the non-thesis option.

NRP 699 Independent Study: Nursing (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Current enrollment in MSN program; consent of instructor and program director.

Taught: Variable, check with department

Individual readings, research, and/or projects relating to professional nursing practice and developed by students in consultation with faculty prior to registration; written agreement to include purpose, objectives, instructional activities, time frame, and evaluation method. Not intended to substitute for any course offered on a regular basis.

NRP 860 Theoretical Perspectives in Nursing Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDD 801, EDD 810, EDD 811 and EDD 812.

Taught: Variable, check with department

Explores nursing theory, its development and history. In depth analysis of selected theorists in nursing and nursing education, their contributions to nursing education's body of knowledge, and theory utilization in nursing education will be the focus.

NRP 861 Educational Psychology of Nursing Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDD 801 and EDD 810.

Taught: Variable, check with department

Critical appraisal of classical and current research in educational psychology and nursing education. Development and implementation, using learning theories and technologies, of designs to improve instruction in various nursing education settings: classroom, clinical, staff development, and community.

NRP 862 Research in Nursing Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDD 801, EDD 810, EDD 811 and EDD 812.

Taught: Variable, check with department

Critical appraisal of classical and current research literature in nursing education. Analysis of the current research needs identified in various nursing education settings. Critical examination of research methodologies that have been used in existing nursing education research and applicability to current nursing education research needs. Development of bibliographies (comprehensive, annotated) and bibliographic essays leading toward a metasynthesis of nursing educational research.

NRP 863 Teaching/Learning in Nursing Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDD 801 and EDD 810.

Taught: Variable, check with department

Provides overview of college teaching/learning as it pertains to nursing education. The focus is on the development of knowledge and skills selected from various areas of college teaching with an emphasis on nursing education.

NRP 864 Technology in Nursing Education (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): EDD 801 and EDD 810.

Taught: Variable, check with department

Introduction to basic programs and technological methods/media used in higher education. Course will provide nurse 'practitioner scholars' an over-view of information systems used in higher education. This course provides the opportunity for students to engage with current technological practices using a tactile approach grounded in adult learning theory.

Public Administration

PAD 511 Budgeting Techniques and Applications (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 300 or enrollment in the MPA program.

Taught: Fall only

Advanced treatment of budgetary techniques and applications, such as program budgeting and zero-base budgeting; financial planning and revenue estimation techniques; tax and expenditure types; debt financing; financial reporting.

PAD 515 Cartography (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MPA Program, or consent of MPA Director.

Taught: Variable, check with department

Introduction to principles and concepts of cartography; hands-on experience in cartographic map design using computer cartographic software through developing maps, charts, graphics, and design materials for presentation through digital mediums. Emphasizes understanding and implementation of the principles and theories and research into relevant topics.

PAD 519 Introduction to Remote Sensing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MPA Program or consent of MPA Director.

Taught: Variable, check with department

Introduction to principles and concepts of remote sensing technologies; hands-on experience in manipulation of remote sensing techniques using remote sensing software. Emphasizes understanding and implementation of remote sensing theories and research into relevant topics.

PAD 520 Advanced Remote Sensing (4 credits)

Hours: 3 classroom + 1 lab/studio

Prerequisite(s): PAD 519.

Taught: Variable, check with department

Introduction to principles and concepts of digital remote sensing data processing technologies; hands-on experience in manipulation of digital remote sensing data processing techniques using remote sensing software. Emphasizes understanding and implementation of digital remote sensing data processing theories and research into relevant topics.

PAD 550 Geographic Information Systems (4 credits)

Hours: 3 classroom + 1 lab/studio

Taught: Fall only

Fundamental GIS Concepts such as creating, editing, and georeferencing spatial data; Basic GIS applications including manipulating tabular data, querying a GIS database, and presenting data using maps and graphs.

PAD 551 Geographic Information Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 550.

Taught: Variable, check with department

The use of GIS as an administrative or decisional tool in the public and related sector activities. GIS applications include but are not limited to planning and community development, safety, health, environment, public finance, education and not-for-profit organizations.

PAD 560 Planning and Community Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 300 or enrollment in the MPA program.

Taught: Fall only

Statutory and structural framework for urban planning and development; technical, social, political, and economic elements in the governmental planning process; planning theories and regulatory techniques; growth management; urban redevelopment.

PAD 600 Foundations of Public Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall and spring

Overview of key theories and concepts in the discipline of pub-

lic administration; introduction to economic theories and concepts relevant to public administration and public policy; and review of research design and basic statistics. Open only to students in the MPA program.

PAD 601 Human Resource Management (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Principles and problems of recruitment, examination procedures, rating, classification, and assignment to the job; philosophies of pay, promotion, employee motivation, and discipline analyzed; formulating and administering public personnel policies, concepts, and principles utilized in selecting governmental personnel systems; focus on American national, state, and local personnel systems as well as on non-profit agencies. Open only to students in the MPA program.

PAD 602 Organizational Behavior and Theory (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Fall only

Principal conceptual and theoretical bases for understanding the structure, environment, and internal processes or organizations; human behavior, attitudes, and performance within organizational settings. Open only to students in the MPA program.

PAD 603 Public Policy Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 615.

Taught: Fall only

This course focuses on different theories, processes and analytical techniques related to public policy in federal, state and local governments. It examines the various stages of the public policy process, including formulation, implementation and evaluation. It provides knowledge and skills to define, analyze and recommend public policy choices.

PAD 612 Administrative Law (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Nature of the powers vested in administrative procedure; methods and extent of judicial control over administrative actions. Open only to students on the MPA program.

PAD 615 Research Methods Public Administration (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 600.

Taught: Fall and spring

Foundation to the theory & practice of social science research. Concepts and techniques to conduct research. Includes both the quantitative and the qualitative research methodologies. Open only to students in the MPA program.

PAD 616 Data Analysis (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PAD 615.

Taught: Fall and spring

Quantitative and qualitative data analysis with emphasis on the former. Univariate, bivariate analysis, probability, hypothesis testing, regression. Content analysis, discourse analysis, coding.

PAD 620 Managing the Non-Profit Organizations (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Development and characteristics of non-profit organizations; scope and growth; application of relevant theories to the non-profit organization; human resource management; board-staff relations; nonprofit law; managing volunteers; NGOs; issues of ethics, accountability and impact. Open only to MPA & NFP students.

PAD 621 Resource Acquisition and Management (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Concepts and practices of fundraising (direct mailing, annual, capital campaign, special events, planned giving, major gifts and resource management (budgeting, financial reporting).

PAD 622 Volunteer Management (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

History and philosophical underpinnings of volunteerism; role of volunteers in nonprofit organizations; volunteer development program including volunteer recruitment, training, performance appraisal, motivation and reward; risk management; and trends in volunteering.

PAD 623 Grants Writing (1 credit)*Hours: 1 classroom + 0 lab/studio**Taught: Fall only*

Practical hands-on approach to grant writing and knowledge of the grant systems. Topics include identifying potential funding sources; applications for funding assistance; requests for proposals from government agencies, application for funding from corporate and foundation sources.

PAD 624 Nonprofit Strategic Planning (1 credit)*Hours: 1 classroom + 0 lab/studio**Taught: Fall only*

Practice of strategic planning in the nonprofit sector including policy direction, internal and external assessments, identifying stakeholders and key issues, development of strategies, decision making, implementation, and monitoring.

PAD 626 Nonprofit Program Evaluation (2 credits)*Hours: 2 classroom + 0 lab/studio**Taught: Spring only*

Introduction to the concepts and practices of program evaluation in the nonprofit sector, evaluation and planning, program evaluation design and implementation.

PAD 627 Nonprofit Information Management (1 credit)*Hours: 1 classroom + 0 lab/studio**Taught: Summer only*

Practical tools for adopting and implementing information technology in nonprofit organizations. Topics include: web page development and maintenance, fundraising and mailing list management, network and data-base integration and maintenance.

PAD 628 Nonprofit Laws (1 credit)*Hours: 1 classroom + 0 lab/studio**Taught: Spring only*

Advanced level of understanding of laws pertaining to the non-profit sector. In depth overview of laws pertaining to nonprofit tax exempt status, corporate governance, conflicts of interest, staff and financial operations.

PAD 630 Ethics and Decision Making in the Public Sector (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Admission to MPA program or consent of MPA Director.**Taught: Fall only*

Establishment of an ethical foundation for those preparing for or working in public and related careers. Increased understanding of ethical dimensions of public service including the duties and responsibilities of professional administrators. Development of awareness, skills and values to make decisions and act ethically in public management and leadership roles.

PAD 631 Leading in Diverse Public Environments (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Open only to students in the MPA program.**Taught: Variable, check with department*

This course explores theories and builds skills for leading and managing in diverse public environments. Students will learn about the multitude of issues involved in modern dynamic contexts including race, ethnicity, sexual orientation, class, ability, gender, identity, and prejudice and privilege. They will understand issues of intercultural leadership and communication.

PAD 632 Executive Management & Public Leadership (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Admission to MPA program or consent of MPA director.**Taught: Spring only*

The theoretical and practical development of executive and leadership skills including but not limited to visioning, planning, strategic decisional, organizational change, accountability, ethics, communications, delegation, external environments, and new concepts in management.

PAD 640 Management of Public Information Systems (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Departmental consent after admission to MPA program.**Taught: Variable, check with department*

Issues and techniques of managing information in the public sector, e.g., procurement, document processing, quantitative analysis, public data bases, connectivity, and technology planning.

PAD 675 Local Government Management (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

Seminar on politics and administration of local government, especially in Kentucky and Ohio. Topics include but are not limited to urban government, urban administration, executive management, public works, personnel, finance, planning, and community development. Open only to students in the MPA program.

PAD 681 Homeland Security Administration (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall only*

Graduate course to acquaint students with the best practices for local government to meet the possible threat to our homeland security. Focus on preemptive and preventive measures that can be undertaken to assure domestic security.

PAD 682 Emergency Management (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Spring only*

This course will provide an overview of disaster preparedness, response and recovery. Students will learn how to evaluate governmental and non-governmental agencies involved in managing a disaster, communications, best practices, basic budgeting and funding issues, as well as operations coordination.

PAD 683 Terrorism (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

This course exposes students to the foundations of global terrorism, terrorist organizations, networks, and counter terrorism. Students will be exposed to the relevant geography, history, religion, philosophy, political, and criminal aspects of terrorism worldwide.

PAD 694 Topics: Public Administration (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Variable, check with department*

Specialized topics in public administration; intensive reading, cases, and simulation. May be repeated once as topic varies. May be used in any area of concentration. Open only to students in the MPA program.

PAD 695 Study Abroad in Public Administration (1-12 credits)*Hours: 1-12 classroom / 0 lab/studio**Prerequisite(s): Program permission is required.**Taught: Variable, check with department*

An opportunity for graduate students to engage in one or more official-ly-sponsored and/or program-approved MPA courses abroad, ranging from one week to an entire semester. May be repeated for credit when topics vary.

PAD 696 Internship: Public Administration (3 credits)*Hours: 3 classroom + 0 lab/studio**Taught: Fall, spring, and summer*

Students work under supervision in an office or with an official of a public or not-for-profit agency; reading and written assignments. Open only to students in the MPA program.

PAD 699 Readings: Public Administration (1-3 credits)*Hours: 0 classroom + 0 lab/studio**Prerequisite(s): Department consent after admission to MPA program.**Taught: Variable, check with department*

Specialized topics in public administration covered through intensive readings and/ or field projects; at the direction of a specific instructor. May be repeated once as projects vary. May be used in any area of concentration.

PAD 793 Public Administration Capstone (3 credits)*Hours: 3 classroom + 0 lab/studio*

Prerequisite(s): Students can take this class only during the last nine credit hours of their completion of the MPA curriculum and must obtain the instructor's approval of their research paper or project proposals by the end of the previous semester.

Taught: Fall and spring

This course provides a holistic approach to help graduating students have a richer understanding of public administration. It provides students with opportunities to reexamine their knowledge and skills through a portfolio project and to apply their learning by developing and implementing a major research paper or project.

Physical Education**PHE 500 Adapted Physical Education (3 credits)***Hours: 3 classroom + 0 lab/studio**Prerequisite(s): KIN 330.**Taught: Fall only*

Adaptation of physical education programs for temporarily or permanently handicapped persons.

PHE 599 Selected Problems in Physical Education (1-3 credits)*Hours: 1-3 classroom + 0 lab/studio**Prerequisite(s): Instructor permission.**Taught: Variable, check with department*

Individual or group study of a topic of current interest in physical education. Topic selected by student with approval of instructor.

PHE 699 Selected Topics in Physical Education (1-3 credits)*Hours: 1-3 classroom + 0 lab/studio**Prerequisite(s): Consent of advisor.**Taught: Variable, check with department*

Independent study of topics selected from current issues in physical education.

Philosophy**PHI 594 Topics: Philosophy (3 credits)***Hours: 3 classroom + 0 lab/studio**Prerequisite(s): 6 semester hours in philosophy or consent of instructor.**Taught: Variable, check with department*

In-depth examination of a selected topic in philosophy. May be repeated as topics vary.

PHI 599 Independent Study: Philosophy (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): 6 semester hours of philosophy or consent of instructor.**Taught: Variable, check with department*

Individually supervised readings and study of a selected study in philosophy. May be repeated as topics vary.

PHI 692 Directed Research (1-3 credits)*Hours: 1-3 classroom + 0 lab/studio**Prerequisite(s): Consent of instructor.**Taught: Variable, check with department*

Individualized research project. May be repeated for credit.

PHI 699 Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated as topics vary.

Physics

PHY 694 Topics: Physics (Graduate) (1-4 credits)

Hours: 1-4 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

May include topics illustrating the principles of physics and their applications to astronomy, mechanics, heat, sound, light, electricity, magnetism, and modern physics. Specific topics are determined in consultation with the student's advisor and the chair of physics and geology. Repeatable for a maximum of 12 semester hours.

Psychology

PSY 501 I-O Discussion Forum (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Fall only

Introduction to I-O program, development of community and support; survey of I-O psychology; discussion of historical, ethical, legal and current newsworthy issues; clarification and elaboration of program requirements, intentions and philosophy.

PSY 550 Organizational Psychology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Fall only

Introductory graduate level study in organizational psychology; commitment, involvement, satisfaction, motivation, leadership, power, quality of worklife, and groups/teams.

PSY 570 Work Environments (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Spring only

Introduction to human factors psychology; ergonomics; occupational health and safety; physical and psychological factors influencing the workplace.

PSY 580 Cognition in the Workplace (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Spring only

Judgment and decision-making, heuristics, biases, persuasion, prejudice, diversity, values, and attitude measurement.

PSY 595 Topics: Study Abroad in Psychology (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Variable, check with department

Study abroad course; topic listed in Schedule of Classes when course is offered. May be repeated for credit when topics vary.

PSY 615 Univariate Statistics & Research Design (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO Psychology Program or consent of MSIO Psychology Director.

Taught: Fall only

Univariate and bivariate methods of conducting scientific research in applied settings including descriptive statistics, probability, correlation, regression, inferential statistics, hypothesis testing, t- tests, between- and within-subjects ANOVA and ANCOVA, confidence intervals, chi-square, and nonparametric tests.

PSY 616 Multivariate Stats & Research Design (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSIO psychology program and PSY 615 or consent of instructor.

Taught: Spring only

Multivariate methods of conducting scientific research in applied settings including standard, statistical, and hierarchical multiple regression; factorial MANOVA and MANCOVA; logistic regression, discriminant function and canonical correlation analysis; and structural equation modeling.

PSY 620 Job Analysis and Staffing (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Spring only

Methods and techniques of job analysis/competency modeling on both individual and team levels; job analysis/competency modeling outcomes; compensation, selection, training, development and performance appraisal.

PSY 622 Development Across the Lifespan (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of director of Masters in Community Counseling.

Taught: Variable, check with department

Theories and research findings related to human development; developmental crises, tasks & transitions across one's lifespan; nature vs. nurture; theories of learning and personality development; strategies for facilitating optimal human development.

PSY 625 Psy Testing, Measmt, & Sci Survey Mthds (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): PSY 615 and PSY 616 or equivalent and Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Fall only

Psychological testing, measurements, & scientific survey methods. Construction, evaluation, and application of psychological tests, measures, and survey instruments in applied settings including construct definition, scale development, item construction, rigorous survey design, data sampling, reliability and validity analysis, exploratory and confirmatory factor analysis, classical and modern test theory, test bias, and ethical test use.

PSY 630 Occupational Health Psychology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Variable, check with department

Introduction to the interdisciplinary field of health psychology. The course focuses on the basic theories and research findings that have emerged in the field, application of those theories and research, and developing a problem solving orientation to diagnosing occupational safety and health problems.

PSY 632 Public Health (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Graduate standing.

Taught: Spring Only

This course introduces the graduate student to fundamental concepts, principles, theories, research and contemporary issues in public health, including social and behavior health sciences, environmental health, epidemiology, and biostatistics. The course will focus on the application of these scientific findings in the workplace.

PSY 635 Selection and Performance Appraisal (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSIO psychology program, PSY 615, and PSY 620 or consent of MSIO psychology director.

Taught: Fall only

Advanced treatment of selection and performance appraisal in organizations; legal and ethical issues, recruitment, selection systems and methods, criterion theory and development; and appraisal systems and methods.

PSY 640 Training and Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program and PSY 620 or consent of MSIO psychology director.

Taught: Fall only

Models of instructional design, psychological theory and principles relevant to learning; transfer of training; program evaluation; common types of training in organizations, computer and web-based training.

PSY 645 Organizational Consulting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Variable, check with department

Presents a comprehensive overview of organizational consulting, including its history, specializations, and contexts. Fundamental principles, effective practices, and emerging issues are studied.

PSY 652 Epidemiology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): STA 614 or PSY 615 or other graduate level statistics course.

Taught: Variable, check with department

Survey basic concepts and principles of epidemiology, including epidemiologic models, the epidemiology process, epidemiologic investigation, and application of these concepts and principles.

PSY 660 Organizational Change and Development (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program and PSY 550 or consent of MSIO psychology program director.

Taught: Summer Only

Change processes, situational assessment, planning, implementation and evaluation, intervention; organizational structure, values, culture, leadership, roles of consultants, and external environments.

PSY 670 Organizational Leadership (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Variable, check with department

This course offers an overview of leadership in organizational settings. The first half of the course is devoted to building a foundational understanding of leadership by working through some of the major theoretical approaches using textbook and selected readings. In the second half, that foundation is used in further exploring lines of related inquiry. Working in teams, students will also design and conduct a study on leadership using various published measures.

PSY 675 Motivation (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Variable, check with department

This course introduces the graduate student to fundamental concepts, theories, contemporary research findings and emerging issues in workplace motivation and behavior. Complementary and sometimes contradictory perspectives on motivation and its impact on organizational behavior will be discussed.

PSY 685 Applied Research Study Capstone (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Spring only

Organization and completion of applied research portfolio; updating, revising and improving research projects; conducting additional research; formatting portfolio.

PSY 694 Graduate Psychology Special Topics (1-3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSIO psychology program or consent of MSIO psychology director.

Taught: Variable, check with department

Seminar course; topics listed in Schedule of Classes each semester, in the Master of Science in Industrial-Organizational Psychology Program (MSIO).

PSY 699 Independent Study in Psychology (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor and psychology chair prior to registration.

Taught: Variable, check with department

Supervised group study projects in selected problem areas, or individually supervised areas of study involving readings, experimental research, and/or applied problems in educational

psychology. Up to 3 semester hours may be earned per semester.

PSY 795 Practicum (1-3 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): PSY 615, PSY 616 and consent of instructor.

Taught: Variable, check with department

Supervised development and conduct of a project in an employment setting; synthesis and application of knowledge acquired in prior coursework. Repeatable for up to 6 credit hours.

PSY 797 Thesis (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): PSY 615, PSY 616 and consent of instructor.

Taught: Variable, check with department

Supervised development and implementation of research study.

Religious Studies

REL 594 Topics In Religious Studies (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Selected topics in religious studies. May be repeated as topics vary.

REL 599 Independent Study (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic in religious studies. May be repeated as topics vary.

REL 692 Directed Research (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated.

REL 699 Independent Study (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated.

Sociology

SOC 594 Topics: Sociology (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Selected topics in sociology. May be repeated as topics vary.

SOC 599 Independent Study (3 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic

in sociology. May be repeated as topics vary.

SOC 692 Directed Research (1-3 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated.

SOC 699 Independent Study (1-3 credits)

Hours: 3-6 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Individually supervised readings and study of a selected topic. May be repeated.

Spanish

SPI 520 Readings in Spanish (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): 300-level Spanish course.

Taught: Variable, check with department

Various literary, linguistic, cultural, and pedagogical topics. May be repeated for credit as topics vary.

Statistics

STA 594 Topics: Statistics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Varies with topic (see Schedule of Classes).

Taught: Variable, check with department

Topics in statistics. Topics vary.

STA 614 Statistics for Health Care Research (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): C or better in STA 205.

Taught: Fall and spring

Review of descriptive statistics and hypothesis testing; analysis of variance; experimental design; factorial experiments; regression and correlation; nonparametric statistics; use of programmed routines; critique of published research.

STA 814 Advanced Statistics for Health Care Research (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): C or better in STA 614.

Taught: Spring only

Advanced statistical techniques including multivariate analysis of variance, multiple regression, log-linear modeling, factor analysis, discriminant analysis, and structural equation modeling; analysis of large datasets using high-level statistical software; emphasis on application and interpretation.

Social Work

SWK 510 Child Abuse (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior standing or higher.

Taught: Variable, check with department

Historical and contemporary perspectives; etiology, assessment, and intervention; differential and complementary roles of professions; approaches to prevention and treatment.

SWK 515 Introduction to Child Maltreatment (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Admission to Social Work Program.**Taught: Fall only*

Course designed to provide a comprehensive introduction to child abuse and neglect from a social work perspective. This course is the first of two specific course requirements for the child welfare certification available through Northern Kentucky University and the Department for Community Based Services (DCBS).

SWK 516 Child Welfare 2: Interventions (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Acceptance into social work program and PCWCP project.**Taught: Spring only*

Course is second requirement for the Public Welfare Certification. Students will learn about various practice skills and treatment interventions related to social work with abused/neglected children and their families. Students will have several opportunities to develop their own skills through a variety of teaching methods.

SWK 520 Services to Women (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Junior standing or higher.**Taught: Variable, check with department*

Impact of the feminist movement on the delivery of services and the development of assertiveness training, peer counseling, and self-help.

SWK 525 Substance Use and Abuse (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Junior standing or higher.**Taught: Variable, check with department*

Various categories of drugs; treatment and rehabilitation programs; ways of developing and implementing drug education programs.

SWK 565 Compassion, Empathy and Forgiveness (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Junior standing or higher.**Taught: Variable, check with department*

This is an upper-level undergraduate or graduate online course focusing on the meanings of compassion, empathy and forgiveness and the relationship of these concepts to social justice issues.

SWK 566 Crisis Intervention (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Junior standing or higher.**Taught: Variable, check with department*

This introductory course is designed to train students in the theories related to providing crisis intervention to a variety of client populations and the skills needed to provide proficient crisis intervention. Techniques/skills are based on the most up-to-date evidence informed practice.

SWK 567 Mental Health Assessment (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Fall only*

This course employs a Competency-Based Assessment model of evaluating and treating people with mental health issues. This course is designed for the Bachelor's level and Graduate level student to better understand mental health diagnoses. This course will not qualify students to make mental health diagnoses.

SWK 568 Family-Directed Structural Therapy (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Variable, check with department*

This course introduces students to the theoretical origins and evolution of Family-Directed Structural Therapy. Students are challenged to think critically about approaching families as a guide rather than expert. Students will receive training in the use of Family-Directed Structural Assessment Tools, both as an initial intervention and ongoing intervention tool.

SWK 570 Juvenile Suicide, Bullying, & Cyberspace (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Variable, check with department*

This course is designed as an introduction to and exploration of juvenile suicide within the context of cyber bullying. It will explore: possible causes of cyber bullying; risk factors for perpetration & victimization; possible preventive strategies; and how individuals in the helping profession can address this problem.

SWK 571 Photography as a Social Change Agent (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Winter Only*

This course examines social problems through photography and storytelling. Photovoice is a participatory action research method that allows individuals to express their views and concerns from a contextual and cultural viewpoint. This course is experiential in nature; students will identify, research, and explore social problems and concerns from the perspectives of those impacted by such issues.

SWK 572 Forensic Social Work (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Variable, check with department*

This course provides an overview of forensic social work practice and theory. It illustrates skills for working with diverse populations and settings, such as community, medical, school, child welfare, mental health/addictions, and juvenile/criminal justice settings. The course focuses on theoretical frameworks relevant to client populations affected by legal issues.

SWK 573 Mental Health and Ethnic Minorities (3 credits)*Hours: 3 classroom + 0 lab/studio**Prerequisite(s): Declared Social Work major or Graduate standing or consent of department.**Taught: Variable, check with department*

This course is designed to give the student an introduction to

the prevalence, incidences, and manifestation of mental health disorders among ethnic minority groups.

SWK 574 Spirituality in Social Work (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Junior standing or consent of department.

Taught: Variable-check w/department

An exploration of spirituality as it relates to the profession of social work. It differentiates spirituality from religion and explores how these two concepts support and conflict with each other. It provides a framework for the clarification of the learner's values, provides opportunities for the continuing acquisition of knowledge of diverse spiritual traditions, and encourages the development of spirituality-sensitive practice interventions. A number of concepts under the definition of spirituality are explored with an emphasis on the many ways spirituality can be used in a variety of social work practice settings.

SWK 575 Focus on Techniques and Skills in Social Work (3 credits)

3 classroom hours + 0 lab/studio hours

Prerequisite(s): Junior standing or consent of department.

Taught: Variable-check w/department

Demonstrates specific skills for collecting high quality information from clients, uncovering the deep structure (the story beneath the story) of client communication, building and maintaining rapport and specific techniques for helping clients achieve their desired outcomes. Aids students in discovery of what internal states, beliefs and values prevent the client from achieving the desired outcomes, and learn techniques to overcome or by-pass those obstacles.

SWK 594 Topics: Issues in Social Welfare (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Taught: Variable, check with department

A specific aspect of social welfare practice or social welfare concern. May be repeated for additional credit when topic varies. May be repeated for up to a total of 12 semester hours. See Schedule of Classes for current offerings and prerequisites.

SWK 600 Social Work Ethics (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Master of Social Work program or Instructor per-mission.

Taught: Fall only

The value and ethical dimensions of social work practice, and the responsibilities of individual professional practitioners must be viewed within the context of society's responsibility for the well-being of all its members. This course pays particular attention to situations in which social workers face ethical dilemmas in promoting client and family well-being, and decision-making. Through the activities and assignments of this course, students are prepared to take a leadership role with peers and colleagues, in professional organizations and in contributing to the development of public policy.

SWK 601 Multiculturalism (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Master of Social Work program or Instructor per-mission.

Taught: Fall only

A multiculturalism model is presented that advocates culturally sensitive social work practice based on the premise of a social

and cultural subsystem of the larger American experience. This multisystem approach to family and children practice, and social policy enables the social work practitioner and policy maker to systematize and implement treatment plans at the nuclear and extended families level and policies at the family and systems levels.

SWK 610 Social Work Practice I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Master of Social Work program or Instructor per-mission.

Taught: Fall only

The Social Work Practice I course prepares social work students for generalist work in the profession. The course allows students to become familiar with the mission and knowledge base of social work. The course familiarizes students with major theories, skills and the phases of the helping process including assessment, intervention, and evaluation. The course also addresses the use of research evidence to inform practice, facilitation of appropriate professional working relationships, identification of client resources and assets, the collection and assessment of information, and planning for service delivery.

SWK 611 Practice II Communities and Organizations (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to program.

Taught: Spring only

Students will learn to respond to the contexts that shape our practice. Social workers are informed, resourceful, and proactive in responding to evolving organizational, community, and societal contexts at all levels of practice. Social workers recognize that the context of practice is dynamic, and use knowledge, skill, and evidence-based practices to respond proactively.

SWK 612 Addiction and Family Violence (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSW program.

Taught: Fall only

This social work course introduces students to the characteristics and consequences of addictions and family violence. The subject matter allows students to become familiar with the negative effects of addictions on macro and micro systems. Students will be introduced to theories, models, myths, and misconceptions of family violence. For example, students will explore the social-psychological model of family violence. Students will examine the issues of matricide, patricide, filicide and fratricide. Also, the impact of emergent evidence from neuroscience on addictions and integration of neurobiology into social work practice will be examined. Finally, social work ethics, legal, medical and social perspectives involved in addictions and family violence are woven throughout the conversation.

SWK 613 Social Work with Children and Families (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSW program.

Taught: Spring and summer

Social Work Practice with Children and Families is an advanced practice course. It is expected that students will have a

foundation in human development; interviewing and communication skills, and basic skills in planning, implementing and evaluating social work interventions. The overarching goal is to prepare students for effective and responsible practice with children, adolescents and families. Given the fluid interplay between childhood, adolescence and family, the course will also explore key concepts related to the family life-stage of adolescence and clinical collaboration with parents and families. This course will take a biopsychosocial perspective to explore more specific knowledge and clinical practice with children, adolescents, and families. Special attention will be given to clinical interventions and treatment modalities related to treating children, adolescents, and families.

SWK 614 Social Work Practice with Groups (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program.

Taught: Fall only

Social Work Practice with Groups builds upon the knowledge, skills and values learned in SWK 610, SWK 611, and SWK 613. A major focus of is the development of groups, use of relationships in group work, and group membership skills. Students will become familiar with planning a group, clarifying group purpose, and assessing process and outcome. This course emphasizes a "real-life" approach to learning which will provide students an opportunity to observe a group in the community, as well as facilitating a group in respective student practicum placements. The concepts, theories principles, methods and skills relevant to group work with diverse populations will be explored in this course. This course incorporates content on types of groups, group development, problem-solving and decision making in groups. It also explores the interaction between groups and systems with their external environment.

SWK 620 Contemporary Social Welfare Policy (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to MSW program.

Taught: Spring only

This course covers social welfare policy and services content that includes the history, mission, and philosophy of the social work profession. This content covers the role of social policy in helping people in maintaining or achieving optimal health and well-being; and the effect of policy on social work practice. This course will help students understand how policy affects human rights and social and economic justice; and global connectedness of oppression and marginalization of people of color and other vulnerable populations. Students will analyze current social policy within the contemporary factors like globalization that shape policy.

SWK 621 Family Public Policy (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Master of Social Work program or Instructor per-mission.

Taught: Fall and spring

The impact of government policies on families will be the focus of this course. The course will examine the current state of the family, family trends, and the implications for family policy. The varied effects that policies and programs can have on different types of families and different aspects of family functioning will be explored. The process of policy formation, implementation, evaluation and advocacy will be reviewed. Finally, emphasis will be placed on understanding a family perspective in policy-

making and conducting family impact studies.

SWK 630 Human Behavior and the Social Environment (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program.

Taught: Fall only

The dynamics of human behavior and its relationship with the social environment prepares a foundation of knowledge on which to build clinical practice skills. Through a study of systems theory and the identification of the biological, psychological, and sociological variable influencing development, students gain a theoretical base for application to the assessment in client systems. Special emphasis in this course is on the important factors of human diversity as they affect the dynamics of human behavior.

SWK 640 Social Work Research (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program.

Taught: Spring only

This course introduces students to concepts and skills underlying a scientific and systematic approach to social work practice. These include critical thinking, empirical evidence, and the use of research in one's own practice. Emphasis is placed on understanding the reciprocal relationship between research and practice. Students are taught to become critical consumers of research and are provided with the foundational knowledge to move toward becoming researchers themselves. Also considered are the value and ethical issues in the scientific approach to social work practice with special attention to issues related to race, ethnicity, culture, class, gender, sexual orientation, religion, physical or mental ability, age, and national origin. This course covers the use of both quantitative and qualitative data and lays the foundation for concentration-level evaluation courses.

SWK 641 Applied Research I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program.

Taught: Fall only

Students design a research proposal to implement in Applied Research II. Students' research studies, which are focused on children & families, may involve program evaluation or a needs assessment. Developing the research proposal will help students move toward a critical appreciation and use of research. A major focus is to develop the knowledge and skills for the student to be an objective evaluator as well as to be an active participant in adding to the knowledge base of social work practice.

SWK 642 Applied Research II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): SWK 641.

Taught: Spring only

Students conduct original research in social work practice in a social work setting. This course enables students to demonstrate a high level of specialized knowledge and practice expertise within the area of children and families. Faculty and students work jointly to critique and assist each other in the areas of research design, research instrumentation, data analysis, and interpretations and conclusions from the analysis.

Students then prepare a written research paper, and communicate findings in a public forum.

SWK 650 Field Experience I (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program and SWK 610.

Taught: Fall only

This introductory field-based course under faculty direction requires that students apply and integrate generalist social work knowledge from the foundation curriculum. Students will continue to apply knowledge from prerequisite and concurrent courses in experiences, which utilize social work practice skills with individuals, families, small groups, and with organizations and communities, toward the goals of prevention, restoration, and enhancement of social functioning. Students will examine many social work roles in the delivery of social services with specific attention paid to the NASW Code of Ethics. Experiential learning of 300 hours includes weekly two-hour seminar.

SWK 651 Field Experience II (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to the MSW program.

Taught: Fall only

This advanced field-based course under faculty direction provides opportunities for students to apply evidence-informed practice skills and theoretical knowledge learned through the advanced curriculum in a field placement with family and children. Advanced field experience is conducted in a community social service agency under supervision of a CSWE-accredited MSW social worker with two-years post-MSW practice experience. Social work students complete 300 clock hours within the semester to increase their ability to demonstrate advanced competencies in social work practice. A three-hour class seminar taken concurrently with the student's field placement, builds on the student's advanced social work practice behaviors. It is designed to provide the opportunity for integration of the advanced curriculum learning competencies, with emphasis on addressing those specific advanced content areas of competence and accompanying practice behaviors.

SWK 652 Field Experience III (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): SWK 651.

Taught: Spring only

This advanced field-based course under faculty direction provides opportunities for students to apply evidence-informed practice skills and theoretical knowledge learned through the advanced curriculum in a field placement with children and families. Advanced field experience is conducted in a community social service agency under supervision of a CSWE-accredited MSW with two-years post-MSW practice experience. Social work students complete 300 clock hours within the semester to increase their ability to demonstrate advanced competencies in social work practice. A three-hour class seminar taken concurrently with the student's field placement, builds on the student's advanced social work practice behaviors. It is designed to provide the opportunity for integration of the advanced curriculum learning competencies, with emphasis on addressing those specific advanced content areas of competence and accompanying practice behaviors.

SWK 670 Mental Health/Illness and Psychiatric DX (3 credits)

Hours: 3 classroom

Prerequisite(s): Admission to Master of Social Work program or Instructor permission.

Taught: Spring and summer

Assessment of social, biological, psychological, and spiritual elements of mental health and mental illness. Extends person/environment perspective of human behavior in the field of mental health, social policy, and mental health service.

SWK 680 Integrative Seminar (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Admission to Master of Social Work program or Instructor permission.

Taught: Spring only

The MSW Integrative Seminar takes place during the final semester of MSW study. It focuses on integration and synthesis of the major themes and objectives of the MSW program and on collegial consultation in preparation of a professional poster presentation delivered to Social Work faculty and members of the larger NKU community. The course will be taught in a team-teaching format, with faculty members reviewing material specific to their areas of expertise. Individual quizzes will follow the review of each substantive area. Finally, students will create and present a professional poster during the annual NKU Celebration of Student Research and Creativity based on their substantive area of research interest or service learning project.

SWK 694 Special Topics: Masters of Social Work (1-6 credits)

Hours: 1-6 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

A specific aspect of social welfare practice or social welfare concern. May be repeated for additional credit when topic varies. May be repeated for up to a total of 15 semester hours. See Schedule of Classes for current offerings and prerequisites.

SWK 699 Independent Study: Social Work (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Instructor permission.

Taught: Variable, check with department

Individualized study of a topic within the social work discipline. May be repeated for additional credit when topic varies. May be repeated for up to 9 semester hours.

Theatre

TAR 580 Adv. Studies in the Art of Playwriting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

Intensive exploration of playwriting theory, approach, creativity, and style. Focus on developing the individual playwright's method and practice through creation of drama, research, and engagement with the theater community.

TAR 582 Adv. Studies in the Art of Screenwriting (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Department permission.

Taught: Variable, check with department

Advanced exploration of the elements and techniques of film production and screenwriting. Focus on style and form; camera, geography, staging, balance, timing, and rhythm; business analysis of films and screenplays; and role of the screenwriter and other personnel.

TAR 599 Advanced Individual Studies in Theatre (1-3 credits)

Hours: 1-3 classroom + 0 lab/studio

Prerequisite(s): Graduate Standing or Consent of Department.

Taught: Variable, check with department

Individual creative or research projects in one or more areas: playwriting, directing, acting, dance, stagecraft, scene design, costume design, lighting design, sound design, dramaturgy or theory/criticism. Projects directed or mentored by TAR faculty must be approved prior to registration.

TAR 610 Coaching of Acting For Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Teaching, coaching, and directing of classroom activities in drama, public performance, and forensic competitions.

TAR 642 Advanced Dramatic Theory and Criticism (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Students must hold a bachelor's degree and/or equivalent education/training within their discipline. Department permission required.

Taught: Variable, check with department

This course serves as an advanced study of dramatic theory and criticism as well as an overview of the major contributors to its development and evolution through time, from the fifth century B.C.E. through that of the twentieth century. By exploring theoretical texts and selections from dramatic literature, students will see how dramatic theory and theatre has changed and grown through time.

TAR 662 Technical Theatre For Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Stagecraft and costuming (including makeup) for the teacher; elements of construction, design, and history.

TAR 670 Directing For Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Techniques involved in the preparation of dramatic, productions in schools; play selection, script sources, production problems, and rehearsal techniques.

TAR 673 Creative Dramatics For Teachers (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Variable, check with department

Process-centered, improvisational form of theatre used by teachers to guide students to explore, develop, and express

ideas, concepts, and feelings through dramatic activities and enactments. Emphasis is on integration of theatre techniques in all content areas for teachers at levels K-12. No prior theatre performance experience necessary

TAR 699 Individual Studies in Theatre (3-6 credits)

Hours: 3-6 classroom + 0 lab/studio

Taught: Fall, spring, and summer

Advanced individual creative projects or research in one or more of these areas: playwriting, directing, acting, stagecraft, dance, lighting, and scene design. Criticism and theory projects may also be approved. Projects, directed by member of the TAR faculty, must be selected before registration. A maximum of 6 semester hours permitted.

Technology Teaching**TTE 620 Instructional Technology (3 credits)**

Hours: 3 classroom + 0 lab/studio

Taught: Summer only

Development and application of advanced techniques and strategies for technical teachers and trainers; development of technology and materials for classroom, laboratory, and seminar settings; development of computer based and televised instructional materials and learning systems. Repeatable for a maximum of 6 semester hours.

TTE 641 Distance Learning Design and Methodology (3 credits)

Hours: 3 classroom + 0 lab/studio

Taught: Spring only

Critical appraisal of current research concerning distance learning. Design, development, and methodology for delivery of distance learning courses, including web-enhanced, web-based, and other e-learning designs. Course taught in a web-based format.

TTE 692 Independent Research: Technology Teaching (3 credits)

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Consent of instructor.

Taught: Variable, check with department

Directed readings or independent research. Written agreement between member of graduate faculty and student must be submitted to department chair prior to registration for course.

Women's and Gender Studies**WGS 594 Capstone Topics in Womens & Gender Studies (3 credits)**

Hours: 3 classroom + 0 lab/studio

Prerequisite(s): Junior standing or higher.

Taught: Variable, check with department

Advanced interdisciplinary study of a specific topic or issue. May be repeated for credit when subjects differ. See Schedule of Classes for current topic.

FACULTY

Acosta, Charles A., Professor, Biology (2001); Ph.D., Old Dominion University, 1997; MS, University of New Orleans, 1992; BS, University of New Orleans, 1989.

Agard, David B., Associate Professor, Statistics (1990); Ph.D., Virginia Polytechnic Institute, 1990; MS, Virginia Polytechnic Institute, 1985; BA, University of Virginia, 1982.

Ahmed, Shamima, Professor, Public Administration (1995); Ph.D., Virginia Polytechnic Institute, 1991; MA, University of Akron, 1986.

Akers, Wesley R., Lecturer II, Electronic Media and Broadcasting (2004); MA, Florida Atlantic University, 2005; BA, Northern Kentucky University, 1996.

Al-Bahrani, Abdullah A., Assistant Professor, Economics (2013); Ph.D., University of Kentucky, 2010; MS, University of Kentucky, 2007; MA, American University, 2003; BS, University of Louisville, 2002.

Alberti, John, Professor, English (1991); Ph.D., University of California-Los Angeles, 1989; MA, University of California-Los Angeles, 1984; BA, University of Southern California, 1981.

Albritton, Matthew T., Associate Professor, Art (2001); MFA, The University of Texas at Austin, 2001; BA, University of California-Santa Cruz, 1993.

Alexander, Shannon, Assistant Professor, Allied Health (2012); MA, Ohio University, 2011; BS, University of Cincinnati, 2009.

Allameh, Seyed M. D., Associate Professor, Engineering Technology (2004); Ph.D., Ohio State University, 1993; MS, Wayne State University, 1988; BS, Sharif Institute of Technology, 1978.

Allen, James G., Associate Professor, Educational Leadership (2010); Ed.D., University of Cincinnati, 2003; M.Ed., University of Cincinnati, 1994; BS, University of Cincinnati, 1991.

Allen-Kattus, Kimberly F., Associate Professor, Art (1988); Ph.D., Union Institute & University, 1996; MA, University of Cincinnati, 1983; BA, Indiana University of Pennsylvania, 1976.

Almquist, Arne J., Associate Professor, Library Science (2001); Ph.D., University of North Texas, 2006; MS, University of North Texas, 1992; MFA, State University of NY-Buffalo, 1982; BA, State University of NY-Buffalo, 1980; BFA, State University of NY-Buffalo, 1980.

Alverson, James, Assistant Professor (2015); Ph.D., University of Alabama - Tuscaloosa, 2014; MA, University of Alabama - Tuscaloosa, 2006; BA, University of Alabama-Tuscaloosa, 2000.

Anderson, Chad, Assistant Professor, Business Informatics, (2015); Ph.D., Georgia State University, 2011; MBA, Eastern Kentucky University, 2006; BS, Eastern Kentucky University, 1998; BS, North Dakota State University, 1993.

Anderson, Janalynn S., Lecturer, Mathematics (1995); MAT, Miami University Oxford, 1971; BS, Miami University Oxford, 1970.

Ankem, Kalyani, Assistant Professor, Health Informatics (2013); Ph.D., University of Alabama-Tuscaloosa, 2000; MLS, University of Alabama-Tuscaloosa, 1994.

Appelman, Alyssa, Assistant Professor, Journalism (2015); Ph.D., Pennsylvania State University, 2015; MA, University of Missouri-Columbia, 2009.

Arrighi, Barbara A., Professor, Sociology (1989); Ph.D., University of Cincinnati, 1991; MS, University of Cincinnati, 1986; BS, University of Cincinnati, 1982.

Asare, Matthew, Assistant Professor, Kinesiology (2010); Ph.D., University of Cincinnati, 2011; MA, Ohio University, 2001; MBA, Ohio University, 2000.

Attenweiler, William J., Associate Professor, Psychology (2002); Ph.D., Clemson University, 2002; MS, Clemson University, 2000; BA, University of Maine,

1975; MBA, Northern Kentucky University.

Bacevich, Amy, Assistant Professor; Ph.D., University of Michigan-Ann Arbor, 2010; M.Ed., University of Virginia, 2001; BA, Saint Mary's College, 1997.

Bailey, Rebecca J., Associate Professor, History (2006); Ph.D., West Virginia University, 2001; MA, West Virginia University, 1990; BA, College of William And Mary, 1988.

Ball, Pamilla J., Lecturer, Chemistry (2005); Ph.D., University of Cincinnati, 2005; BS, University of Cincinnati, 2001; BS, University of Cincinnati, 2000.

Baran, Benjamin E., Associate Professor, Management (2011); Ph.D., University of North Carolina, 2011; MA, University of North Carolina, 2009; BA, Villanova University, 2002.

Baranowski, Michael K., Associate Professor, Political Science (2001); Ph.D., University of Kentucky, 1997; MA, University of Kentucky, 1996; BA, Baldwin-Wallace College, 1992.

Bardgett, Mark E., Professor, Psychology (2000); Ph.D., University of Missouri-St Louis, 1991; MA, University of Missouri-St Louis, 1989; BA, University of Missouri-St Louis, 1986.

Bartlett, Robin M., Associate Professor, Psychology (2000); Ph.D., West Virginia University, 2000; MA, West Virginia University, 1997; BA, West Virginia University, 1993.

Baxter, Thomas, Lecturer, Nursing (2012); Ph.D., Walden University, 2011; MA, Clemson University, 1994; BS, University of Cincinnati, 1988.

Belland, Diana D., Professor, Music (1981); DMA, Ohio State University, 1978; MM, Ohio State University, 1972; BS, The Juilliard School, 1968.

Bergman, Kathy B., Lecturer II, Nursing (2008); MSN, University of Cincinnati, 1978; BSN, Syracuse University, 1976.

Bertog, Janet L., Professor, Geology (2003); Ph.D., University of Cincinnati, 2002; MS, South Dakota School of Mines, 1997; BS, South Dakota School of Mines, 1995.

Bickers, John M., Professor, Law and Legal Studies (2006); LL.M., Georgetown University, 2003; LL.M., Judge Advocate General's School (Army), 1999; JD, University of Michigan-Ann Arbor, 1991.

Billings Jr., Roger D., Professor, Law and Legal Studies (1972); JD, University of Akron, 1969.

Bills, Patricia, Assistant Professor, Education (2013); Ph.D., Michigan State University, 2013; MAED, University of Michigan-Ann Arbor, 1997.

Birkenhauer, Matt E., Lecturer, English (1996); MA, University of Kentucky, 1986; BA, Thomas More College, 1981.

Bishop, Paul D., Associate Professor, Psychology (1975); Ph.D., Ohio University, 1972; MS, Ohio University, 1968; BA, Lewis & Clark College, 1965.

Bloch, Janel M., Associate Professor, English (2008); Ph.D., Iowa State University, 2000; MA, Miami University Oxford, 1997; MBA, Indiana University, 1987; BBA, University of Wisconsin-Eau Claire, 1985.

Boateng, Samuel, Associate Professor, Geology (2001); Ph.D., University of Missouri-Rolla, 1996; MS, University of Windsor, 1992; BS, University of Science & Tech, 1983.

Boltz, Sharlene W., Professor, Law and Legal Studies (1991); JD, University of Michigan-Ann Arbor, 1985; BA, Brown University, 1982.

Bonner, Nicholas S., Lecturer, Art (1999); MFA, Ohio University, 1981; BFA, Alfred University, 1978.

Bonner, Tracey, Assistant Professor, Dance (2014); MFA, University of California-Irvine, 2009; BFA, Shenandoah University, 1996.

Bowers, Nancy L., Lecturer, English (2005); MA, Iowa State University, 2004; BA, Buena Vista University, 1986.

Bowers, Thomas J., Associate Professor, English (2005); Ph.D., Iowa State University, 2005; MA, University of

South Carolina-Columbia, 1999; BA, Cleveland State University, 1997.

Bowling, Bethany V., Associate Professor, Biology (2007); Ph.D., University of Cincinnati, 2007; MS, University of Cincinnati, 2004; BA, Thomas More College, 2002.

Boyce, Richard L., Professor, Biology (2002); Ph.D., Yale University, 1990; MS, Yale University, 1986; MFS, Yale University, 1985; BA, Williams College, 1981.

Braden, Caroline, Lecturer (2010); MPA, Northern Kentucky University, 2009; BA, Psychology, Northern Kentucky University, 2000.

Bradtmueller, James P., Associate Professor, Construction Management (2009); Ph.D., Purdue University, 1992; MS, Purdue University, 1987; BS, Purdue University, 1984.

Bratcher, Perry R., Professor, Library Science (1983); MBA, Northern Kentucky University, 2002; MLS, University of Kentucky, 1983; BM, University of Kentucky, 1980.

Braun, Frank C., Associate Professor, Business Informatics (2000); Ph.D., Case Western Reserve University, 2007; MBA, Xavier University, 1986; BS, Miami University Oxford, 1981.

Bredemeyer, Carol A., Professor, Library Science (1978); MSLS, University of Kentucky, 1981; AB, Morehead State University, 1978.

Breitenbecher, Kimberly A., Associate Professor, Psychology (2001); Ph.D., Ohio University, 1995; MS, Ohio University, 1992; BA, Miami University Oxford, 1990.

Bresser, Wayne J., Associate Professor, Physics (1992); Ph.D., University of Cincinnati, 1986; MS, University of Cincinnati, 1980; BA, Thomas More College, 1977.

Brindley, Lila, Lecturer; MAED, University of Kentucky, 2003; BA, Thomas More College, 1997.

Brittingham, Joshua L., Lecturer II, Education (2008); M.Ed., Wright State University, 2007; BA, Capital University, 2003.

Brooks, Andrea W., Assistant Professor, Library Science (2010); MLS, Kent State University, 2009; MA, Northern Kentucky University.

Buckley, Brooke E., Associate Professor, Statistics (2006); Ph.D., University of South Carolina-Columbia, 2006; BS, Eastern Kentucky University, 2001.

Bush, Michael, Associate Professor, Criminal Justice (2009); Ph.D., Indiana University of Pennsylvania, 2009; MA, East Tennessee State University, 2004; BS, East Tennessee State University, 2001.

Callis, April, Lecturer, Honors (2012); Ph.D., Purdue University, 2011; MA, University of Kentucky, 2004.

Campan, Alina, Associate Professor, Computer Science (2007); Ph.D., Babes-Bolyai University, 2006; MS, Babes-Bolyai University, 2000; BS, Babes-Bolyai University, 1999.

Campbell, Nancy F., Associate Professor, Library Science (1981); MLSS, University of Kentucky, 1977; BA, University of Kentucky, 1975.

Cangioni, Carole L., Assistant Professor, Entrepreneurship (2011); Ph.D., The University of Texas at El Paso, 2011; MBA, University of Richmond, 1996; BBA, American Business School in Paris, 1993; DTA, Toulon Institute of Technology, 1991; DUT, Valence Institute of Technology, 1990.

Carmen, John, Assistant Professor, Biology (2013); Ph.D., University of Kentucky, 2007.

Carnes, Kathleen A., Lecturer, Accounting (2011); JD, University of Cincinnati, 2001; BA, University of Louisville, 1998.

Carrell, Michael R., Professor, Management (1998); DBA, University of Kentucky, 1976; MBA, University of Louisville, 1972; BA, University of Louisville, 1970.

Cata, Teuta, Professor, Business Informatics (2003); Ph.D., University of Nebraska at Lincoln, 2003; MBA, University of Nebraska at Lincoln, 1998; BS, University of Tirana, 1990.

Cellio, Jennifer, Associate Professor, English (2009); Ph.D., Miami University Oxford, 2008; MA, University of Idaho, 2000; BA, Miami University Oxford, 1997.

Chamberlain, Ronnie J., Assistant Professor, Theatre (2013); MFA, University of Alabama, 2007; BA, Colorado State University, 2004.

Chavez, Anthony, Professor, Law and Legal Studies (2009); JD, Yale University, 1986; BS, Loyola Marymount University, 1982; LLM, Vermont Law School.

Chesnut, Mary T., Associate Professor, Library Science (1988); MLS, University of Kentucky, 2002; BA, Centre College, 1985.

Childs, David J., Assistant Professor, Education (2012); Ph.D., Miami University Oxford, 2009; MA, Miami University Oxford, 2008; MAT, Miami University Oxford, 2005; BFA, College of Mount St. Joseph, 2000.

Cho, Sookyoung, Assistant Professor, Media Informatics (2014); Ph.D., University of Michigan, 2012; MA, Seoul National University; BS, Korea Advanced Institute of Science and Technology.

Christensen, Chris, Professor, Mathematics (1983); Ph.D., Purdue University, 1977; MS, Purdue University, 1972; BS, Michigan Technological University, 1968.

Clarkin, John E., Associate Professor, Entrepreneurship (2010); Ph.D., University of Stirling, 2002; MBA, Citadel Military College-SC, 1997; BS, University of Wisconsin Colleges, 1993.

Clayton, Gary E., Professor, Economics (1980); Ph.D., University of Utah, 1974; MA, University of New Hampshire, 1968; BA, Nasson College, 1966.

Clayton-Code, Kimberly P., Professor, Education (2001); Ph.D., University of Louisville, 2002; MA, Northern Kentucky University, 1995; BS, Purdue University, 1994.

Cline, Jennifer A., Assistant Professor, Nursing (2009); MSN, Northern Kentucky University, 1996; BSN, Murray State University, 1985; DNP, Drexel University.

Coaston, Susannah C., Associate Professor (2011); Ed.D., University of Cincinnati, 2013; MA, University of Cincinnati, 2007; BS, Xavier University, 2003.

Cobbs, Joe, Associate Professor, Sports Business (2010); Ph.D., University of Massachusetts, 2010; MA, Ohio State University, 2000; BS, Miami University Oxford, 1999.

Connelly, Caryn C., Associate Professor, Spanish (2007); Ph.D., University of Minnesota, 2006; MA, Arizona State University, 1992; BA, Albright College, 1989.

Conrad Redden, Aprile D., Lecturer, Political Science (1994); MPA, Northern Kentucky University, 1996; BS, Northern Kentucky University, 1990.

Cook, Christopher M., Associate Professor, Education (2004); Ph.D., University of North Carolina-Greensboro, 2004; MA, Appalachian State University, 2001; BS, Appalachian State University, 1995.

Cornuelle, Andrea J., Professor, Radiological Technology (1982); MS, University of Kentucky, 1982; BS, University of Kentucky, 1981.

Crawford, Wanda J., Lecturer, English (1988); MA, Miami University Oxford, 1987; BA, Doane College, 1984.

Crites, Steve, Associate Professor, Education (2007); Ph.D., Auburn University - Auburn, 2001; M.Ed., University of New Orleans, 1997; BA, Manchester College, 1981.

Cullick, Jonathan S., Professor, English (2001); Ph.D., University of Kentucky, 1997; MA, Marquette University, 1990; BA, University of Houston, 1986.

Cunningham, Scot, Lecturer II, Computer Science (2009); MSCS, Northern Kentucky University, 2007.

Curran, Christine A., Associate Professor, Biology (2008); Ph.D., University of Cincinnati, 2007; MS, University of Cincinnati, 1992; BS, Ohio University, 1978.

Curtin, Daniel J., Professor, Mathematics (1979); Ph.D., University of North Carolina, 1979; A.B. University of Notre Dame, 1973.

Curtis, R., Professor, Organizational Leadership (1970); Ed.D., University of Cincinnati, 1976; MA, Xavier University, 1966.

D'Souza, Rodney, Associate Professor, Management (2008); Ph.D., University of Louisville, 2009; MBA, Northern Kentucky University, 2003; MS, University of Pune, 2001; BA, University of Pune, 1999.

Dahlem, Gregory A., Lecturer, Biology (1990); Ph.D., Michigan State University, 1989.

Danieley, Corrie, Assistant Professor, Theatre (2013); MFA, Illinois State University, 2004; BS, Hannibal-Lagrange College, 1998.

Daniels, Charlisa R., Assistant Professor, Chemistry (2014); Ph.D., Rice University, 2012; BA, Agnes Scott College, 2005.

Davis, Pamela E., Associate Professor, Nursing (2008); MSN, University of Kentucky, 2008; BSN, College of Mount St. Joseph, 1979; BS, Ohio State University, 1976.

Day, Michele W., Lecturer, Journalism (2001); MA, Northern Kentucky University, 2008; BA, Western Kentucky University, 1982.

De Blasio, Gregory G., Associate Professor, Public Relations (2004); Ph.D., Wayne State University, 2005; MA, Pennsylvania State Univ-Penn State, 1978; BA, William Paterson University-New Jersey, 1976.

De Lee, Nathan, Assistant Professor (2014); Ph.D., Michigan State University, 2008; MS, Michigan State University, 2005; BS, University of Kansas, 2002.

Dean, Adele, Associate Professor, Nursing (2000); MSN, Case Western Reserve University, 2000; BSN, University of Bridgeport, 1980; BSW, Southern Connecticut State University, 1974.

Dempsey, Deborah, Lecturer, Biology (1975); RN, Northern Kentucky University, 1991; MS, University of Cincinnati, 1981; BS, University of Kentucky, 1974.

Desai, Tripta, Professor, History (1970); Ph.D., University of Indore,

1979; Ph.D., Washington State University, 1965; MA, University of Delhi, 1959.

Detmer-Goebel, Emily A., Professor, English (2003); Ph.D., Miami University Oxford, 1997; MA, Miami University Oxford, 1992; MA, Miami University Oxford, 1985; BA, Wright State University, 1983.

DiCicco, Michael P., Assistant Professor, Teacher Education (2014); Ph.D., University of South Florida, 2014; MAT, University of South Florida, 2009; BA, University of South Florida, 2004.

Dinsey-Read, Kimberly A., Associate Professor, Nursing (2007); MSN, Northern Kentucky University, 2006; BSN, Northern Kentucky University, 2004; Ph.D., University of Hawaii-Manoa.

Dollins, Ann M., Associate Professor, Nursing (1996); Ph.D., University of Cincinnati, 1997; MSN, University of Cincinnati, 1992; MPH, Johns Hopkins University, 1980; BSN, American University, 1976.

Downing, Megan S., Assistant Professor, Organizational Leadership (2006); Ed.D., Northern Kentucky University, 2012; MSIS, Northern Kentucky University, 2006; BS, Northern Kentucky University, 2002.

Doyle, Maureen, Associate Professor, Computer Science (2006); Ph.D., Stanford University, 2004; MS, Stanford University, 2001; MS, Northeastern University, 1990; BS, University of Massachusetts at Lowell, 1982.

Doyle, Ursula, Associate Professor, Law and Legal Studies (2011); JD, Indiana University, 1997; MA, Columbia University-New York, 1990.

Dreese, Donelle N., Professor, English (2004); Ph.D., Indiana University of Pennsylvania, 1999; MA, Indiana University of Pennsylvania, 1995; BA, Susquehanna University, 1992.

Duchac II, Neil E., Assistant Professor (2014); Ph.D., University of Toledo, 2002; MS, University of Dayton, 1997.

Dunevant, David L., Associate Professor, Music (1984); MM, University of Cincinnati, 1977; BA, Murray State University, 1974.

Durtsche, Richard D., Professor, Biology (2000); Ph.D., University of Oklahoma, 1999; MA, California State University System, 1988; BA, University of Minnesota, 1983; BS, University of Minnesota, 1983.

Dynan, Linda, Professor, Economics (2004); Ph.D., Columbia University-New York, 1994; M.Phil., Columbia University-New York, 1991; MA, Columbia University-New York, 1991; BA, University of Pennsylvania, 1986.

Eastep, Shannon M., Lecturer II, Teacher Education (2004); M.Ed., University of Cincinnati, 2003; BBA, Ohio University, 1997.

Ebert, Paulette E., Lecturer, Mathematics (2006); MAED, Northern Kentucky University, 1996; BS, Northern Kentucky University, 1992.

Edwards, Grant A., Lecturer, Chemistry (2006); Ph.D., Iowa State University, 2006; BS, Truman State University, 2000.

Edwards, Tom, Assistant Professor, Organizational Leadership (1976); M.Ed., University of Cincinnati, 1978; BS, University of Cincinnati, 1976.

Eippert, Gary, Senior Lecturer, Kinesiology (1996); Ph.D., University of Toledo, 1994; M.Ed., University of Toledo, 1989; BS, Miami University Oxford, 1986.

Elliott, Teressa L., Professor, Business Law (2003); JD, University of Kentucky, 1990; BA, Northern Kentucky University, 1987.

Elliott, Willie L., Associate Professor, Social Work (1989); D.Min., Ashland University, 1989; MSW, University of Kentucky, 1973; BA, Kentucky State University, 1971.

Ellis, Allen W., Professor, Library Science (1985); MLS, Indiana University, 1984; BA, Wright State University, 1978.

Encarnación, Irene, Lecturer, Spanish (1991); MA, University of California-Berkeley, 1986; BA, University of Puerto Rico, 1983.

Engel, Deborah R., Lecturer, Nursing (2008); MSN, Northern Kentucky University, 2008; BSN, College of Mount St. Joseph, 1990; BA, University of Central

Florida, 1976; DNP, University of Southern Indiana.

Ericksen, Hayley, Assistant Professor, Athletic Training (2014); Ph.D., University of Toledo, 2014; MS, University of Toledo, 2009; BA, University of Northern Iowa, 2007.

Ewen, Julianne Z., Lecturer, Nursing (2011); DNP, Vanderbilt University, 2011; MSN, University of Kentucky, 1986; BS, Rush University, 1981.

Farrar, John, Associate Professor, Chemistry (2013); Ph.D., Vanderbilt University, 2001; MS, Vanderbilt University, 1998; BS, Western Kentucky University, 1992.

Fatemi, Darius J., Associate Professor, Accounting (2010); Ph.D., Indiana University, 2007; MBA, Indiana University, 2005; Ph.D., University of Virginia, 1995; BA, University of Virginia, 1990.

Faulkner, Shawn A., Professor, Education (2004); Ph.D., University of Toledo, 2003; Ed.S., Wright State University, 1998; M.Ed., Wright State University, 1991; BS, Tennessee Temple University, 1988.

Feldmann, Douglas A., Professor, Education (2005); Ph.D., Indiana University, 1999; MA, Rockford College, 1995; BA, Northern Illinois University, 1992.

Ferguson, Jessica D. M., Lecturer, Management (2010); MBA, Northern Kentucky University, 2009; BBA, University of Kentucky, 2007.

Fernando, Sharmanthie M., Professor, Physics (1998); Ph.D., University of Cincinnati, 1999; MS, University of Cincinnati, 1997; MS, University of Cincinnati, 1993; BS, University of Moratuwa, 1991.

Ferrante, Joan, Professor, Sociology (1984); Ph.D., University of Cincinnati, 1984; MA, University of Cincinnati, 1978; BS, Northern Kentucky University, 1977.

Fields, Gwen M., Senior Lecturer, Chemistry (1993); MS, University of Cincinnati, 1993; BS, Thomas More College, 1991.

Fielser, Gina, Lecturer, Nursing (2013); MSN, Xavier University, 2011; BSN, College of Mount St. Joseph, 1994.

Filaseta, John E., Associate Professor, Physics (1986); Ph.D., University of Illinois-Urbana, 1987; MS, University of Illinois-Urbana, 1980; BS, University of Arizona, 1979.

Finke, Steven, Associate Professor, Art (1992); MFA, University of Miami, 1982; BFA, Ohio University, 1980.

Finseth, Eric J., Associate Professor, Law and Legal Studies (2011); JD, Columbia University-New York, 1994; MA, Other Non US College, 1991; BA, Harvard University, 1988.

Firak, Nancy L., Professor, Law and Legal Studies (1984); LLM, Harvard University, 1983; JD, Cleveland State University, 1979.

Fisk, Patricia A., Lecturer II, Education (2004); MAED, Northern Kentucky University, 1981; BA, University of Kentucky, 1972.

Foley, Sean P., Associate Professor, Construction Management (2000); Ph.D., Miami University Oxford, 2006; MST, Northern Kentucky University, 2000; BS, Northern Kentucky University, 1993.

Ford, Matthew W., Professor, Management (2001); Ph.D., University of Cincinnati, 2000; BS, Miami University Oxford, 1983.

Foster, Cindy L., Associate Professor, Nursing (2006); MS, University of Minnesota, 1995; BSN, Wright State University, 1980.

Fox, Jeffrey W., Lecturer, Communication Studies (2016); MA, Northern Kentucky University, 2012; BA, Northern Kentucky University, 2006.

Fox, Richard K., Professor, Computer Science (2001); Ph.D., Ohio State University, 1992; MS, Ohio State University, 1988; BS, University of Missouri-Rolla, 1986.

Frank, Charles, Professor, Computer Science (1979); MS, Carnegie Mellon University, 1979; Ph.D., University of Virginia, 1975; MA, University of Virginia, 1970; BA, Valparaiso University, 1969.

Frank, Katherine P., Professor, English (2014); Ph.D., University of Washington-Seattle Campus, 2001.

Freeman, Traci C., Lecturer II, Nursing (2004); MSN, Northern Kentucky University, 2011; BSN, Salem State College, 1990.

Frimpong-Mansoh, Augustine Y., Associate Professor, Philosophy (2007); Ph.D., University of Alberta, 2001; MA, University of Windsor, 1995; BA, University of Ghana, 1992.

Fuegen, Kathleen A., Associate Professor, Psychology (2006); Ph.D., University of Kansas, 2002; MA, University of Kansas, 1998; BA, University of Northern Iowa, 1994.

Furnish, Carol, Professor, Library Science (1990); MLS, Indiana University, 1980.

Gallegos, Monica, Assistant Professor, Communication Studies (2013); Ph.D., University of Arizona, 2013; MA, University of New Mexico, 2009.

Gardner, Jennifer L., Lecturer, Sports Business (2012); MA, Miami University Oxford, 1994; BA, University of Dayton, 1993.

Garns, Rudy L., Associate Professor, Philosophy (1989); Ph.D., Syracuse University, 1989; MA, Northern Illinois University, 1983; BA, Western Maryland College (McDaniel College), 1979.

Gazzaniga, Andrea, Associate Professor, English (2010); Ph.D., Cornell University, 2004; MA, Cornell University, 2001; BA, Wellesley College, 1999.

Gelbwasser, Kimberly, Associate Professor (2014); DMA, University of Cincinnati, 2011; MM, University of Cincinnati, 2006; BM, Northwestern University, 2002.

Gemene, Kebede L., Assistant Professor, Chemistry (2011); Ph.D., Purdue University, 2008; MS, Addis Ababa University, 1997.

Gibson, John P., Lecturer II, Electronic Media and Broadcasting (2008); MA, Murray State University, 2006; BA, Murray State University, 2003.

Gilbert, Jaesook L., Associate Professor, Education (2007); Ph.D., University of Illinois-Urbana, 1996; MAT, Washington University in St Louis, 1990.

Gilson, Richard L., Associate Professor, Management (2001); Ph.D., University of Nebraska at Lincoln, 2002; MS, Utah State University, 1995; BS, Weber State University, 1987.

Glore, Mary Lee, Lecturer, Statistics (2013); MS, University of Cincinnati, 2007; Ph.D., University of Cincinnati.

Goddard, Perilou, Professor, Psychology (1989); Ph.D., Indiana University, 1987; BS, Texas A&M University, 1981.

Goh, Samuel Hin Tow, Assistant Professor, Business Informatics (2011); Ph.D., Florida State University, 2010; MBA, University of Tennessee, 1997; BS, University of Tennessee, 1996.

Gores, Steven, Professor, English (1991); Ph.D., University of Wisconsin-Madison, 1991; MA, University of Wisconsin-Madison, 1986; BS, University of Wisconsin-Madison, 1985.

Graves, Richard, Visiting Assistant Professor, Law and Legal Studies (2009); LLM, Stetson University, 2002; LLM, University of Houston, 2000; JD, Tulane University of Louisiana, 1991; BA, Washington and Lee University, 1987.

Green, Barclay E., Associate Professor, English (2002); Ph.D., University of Massachusetts, 2000; MA, University of Massachusetts, 1995; BA, Washington College, 1990.

Greer, Bertie M., Professor, Management (2001); Ph.D., Kent State University, 1997; MBA, University of Toledo, 1989.

Grinnell, Sandra M., Associate Professor, Nursing (2006); MSN, University of Pennsylvania, 1992; BS, Jamestown College, 1974; Ed.D., Grand Canyon University.

Gronfeld, Diane H., Professor, Radiological Technology (1989); M.Ed., Xavier University, 1992; BS, Northern Kentucky University, 1989.

Gulinello, Christopher J., Professor, Law and Legal Studies (2003); LLM, Columbia University-New York, 2003; JD, University of Iowa, 1997; BA, CUNY Queens College, 1992.

Guy, Michael, Assistant Professor, Chemistry (2015); Ph.D., University of

Wisconsin-Madison, 2008; BS, Utah State University, 2002.

Hackett, Brian L., Associate Professor, History (2010); Ph.D., Middle Tennessee State University, 2009; MA, Eastern Illinois University, 1986.

Haik, Kristi L., Professor, Biology (2005); Ph.D., Central Michigan University, 2000; MS, Central Michigan University, 1998; BS, Central Michigan University, 1994.

Halbrook, Amy E., Associate Professor, Law and Legal Studies (2011); JD, Northwestern University, 2005; BA, University of California-Berkeley, 1998.

Hamill, Lois, Associate Professor, Library Science (2007); MS, Simmons College, 2005; MA, University of Massachusetts, 1997; BS, University of Maine, 1984; BA, SUNY College-Oswego, 1979.

Hamilton, Barbara, Lecturer, Mathematics (1992); MS, University of Cincinnati, 1993; BS, Eastern Kentucky University, 1986.

Hammann, Leslie E., Lecturer II, Library Science (2009); MLS, University of Kentucky, 2006; BS, Miami University Oxford, 1983.

Hammons, Jane Erma, Instructor, Library Science (2014); MLS, University of Illinois-Urbana, 2008; MA, University of Cincinnati, 2002; BS, Xavier University, 1998.

Hancock, Nancy S., Associate Professor, Philosophy (2000); MA, University of Louisville, 2004; Ph.D., University of Nebraska at Lincoln, 1993; MA, University of Nebraska at Lincoln, 1988; BA, Illinois State University, 1986; JD, Northern Kentucky University.

Hao, Wei, Associate Professor, Computer Science (2008); Ph.D., The University of Texas at Dallas, 2007; MS, The University of Texas at Dallas, 2001.

Hare, Patrick M., Associate Professor, Chemistry (2008); Ph.D., Ohio State University, 2007; BA, Case Western Reserve University, 2001.

Harley, Dana M., Assistant Professor, Social Work (2011); Ph.D., Ohio State University, 2011.

Harris, Daryl L., Associate Professor, Theatre (2003); Ph.D., University of Alabama, 2006; MFA, University of Southern Mississippi, 1991; BA, University of Southern Mississippi, 1988.

Harrison, Jack B., Associate Professor, Law and Legal Studies (2011); JD, University of Cincinnati, 1993; MA, St Marys University, 1985; BA, University of Tennessee-Chattanooga, 1978.

Hart, Julie A., Lecturer, Nursing (2006); MSN, Northern Kentucky University, 2009; BSN, Thomas More College, 1997; DNP, University of Southern Indiana.

Hart, Reeda L., Lecturer (2003); MA, Xavier University, 1982; BA, Northern Kentucky University, 1976.

Hart, Zachary P., Professor, Public Relations (2003); Ph.D., Michigan State University, 2000; MS, University of Illinois-Urbana, 1989; BA, Western Illinois University, 1988.

Hastings, Jon M., Professor, Biology (1987); Ph.D., University of New Mexico, 1985; MS, University of New Mexico, 1975; BA, Kent State University, 1971.

Hatchett, Gregory T., Associate Professor, Counseling & Human Services (2003); Ph.D., University of Mississippi, 2001; MS, Freed-Hardeman University, 1996; BS, Lipscomb University, 1994.

Hatton, Michael W., Associate Professor, Theatre (2005); MFA, Virginia Commonwealth University, 2005; BFA, Northern Kentucky University, 2003.

Heard, Thomas, Associate Professor, Library Science (1986); JD, Salmon P Chase College of Law, 1990; MLS, Indiana University, 1984.

Henry, Deborah I., Lecturer II, Social Work (2000); MSW, University of Kentucky, 2005; BS, Northern Kentucky University, 2002.

Hillard, Jan W., Professor, Political Science (2005); Ph.D., University of Cincinnati, 1984.

Hindman, Jessica C., Assistant Professor, English (2014); Ph.D., University of North Texas, 2013; MFA, Columbia University-New York, 2009; BA, Columbia University-New York, 2003.

Hodgson, Theodore R., Professor, Mathematics (2007); Ph.D., Indiana University, 1992; MS, University of California-San Diego, 1985; BS, Indiana University, 1983.

Hogan, David E., Associate Professor, Psychology (1979); Ph.D., University of Kentucky, 1979; MS, University of Pittsburgh, 1975; BS, University of Pittsburgh, 1972.

Hogg, William B., Associate Professor, Music (2008); MM, University of Cincinnati, 2003; BS, Austin Peay State University, 1996.

Holden, Lisa J., Associate Professor, Mathematics (2002); Ph.D., Northwestern University, 1990; MS, Northwestern University, 1987.

Honabach, Dennis R., Professor, Law and Legal Studies (2006); JD, Yale University, 1973.

Hopfensperger, Kristine N., Associate Professor, Ecology (2009); Ph.D., University of Maryland, 2007; MS, Washington State University, 2003; BS, University of Wisconsin - Steves Point, 1999.

Hruby, Zachary, Lecturer, Archaeology (2013); Ph.D., University of California-Riverside, 2006; MA, Brigham Young University, 1998; BA, Humboldt State University, 1995.

Hu, Yi, Associate Professor, Computer Science (2007); Ph.D., University of Arkansas, 2006; MS, University of Arkansas, 2002; BS, Southwest Jiaotong University, 1994.

Huber, Teresa H., Lecturer, Nursing (2012); DNP, University of Kentucky, 2014; MSN, Northern Kentucky University, 2002; BSN, Bellarmine University, 1998.

Hughes, James E., Lecturer II, Business Informatics (2000); MS, Northern Kentucky University, 2003; MBA, Northern Kentucky University, 2002; BS, Indiana State University, 1972.

Hughes, Stephanie F., Associate Professor, Management (2002); Ph.D., Temple University, 1999; MBA, Saint Joseph's University, 1992; BS, Saint Joseph's University, 1988.

Human, Renee, Assistant Professor, Media Informatics (2010); MA, University of Kentucky, 2005; BA, Wheaton College, 1989.

Hume, Douglas W., Associate Professor, Anthropology (2007); Ph.D., University of Connecticut, 2005; MA, California State University System, 1999; BA, California State University System, 1994.

Hunn, Vanessa, Associate Professor, Social Work (2010); Ph.D., University of Kentucky, 2006; MSW, University of Kentucky, 1990.

Huss, John A., Professor, Education (1999); Ed.D., University of Cincinnati, 2000; MA, Northern Kentucky University, 1997; BA, Northern Kentucky University, 1995; BS, Northern Kentucky University, 1993.

Jackson, Ed "Ned", Instructor, Management (2012); MBA, The University of Tampa, 1982; BS, University of South Florida, 1973.

Jackson, Eric R., Associate Professor, History (1992); Ed.D., University of Cincinnati, 2000; MA, University of Cincinnati, 1992; BS, Ball State University, 1988.

Jameson, Lisa B., Associate Professor, Art Education (1996); MA, University of Cincinnati, 1996; MFA, University of Cincinnati, 1980; BFA, Webster University, 1977.

Jankowski, Stacie M., Assistant Professor, Journalism (2016); Ph.D., Indiana University, 2015; MA, Indiana University, 2009; BA, University of Kentucky, 2004

Jenkins Smith, Karen M., Senior Lecturer, English (1998); MA, Xavier University, 1997; BA, Miami University Oxford, 1993.

Jentsch, Nancy, Lecturer, German (1986); MA, University of Cincinnati, 1982; BM, University of Cincinnati, 1978.

Johnson, Sarah E., Lecturer, Geology (2002); MS, Purdue University, 1997; BS, CUNY, 1993.

Johnson, Stephen E., Lecturer, Communication Studies (2013); MA, Northern Kentucky University, 2007; BA, Northern Kentucky University, 2006.

Jolly-Ryan, Jennifer J., Professor, Law and Legal Studies (1991); JD, Salmon P Chase College of Law, 1984.

Jones, Kenneth W., Professor, Theatre (1987); MFA, University of Virginia, 1987; BFA, University of Florida, 1984.

Jones, Melissa M., Professor, Education (2001); Ph.D., Miami University Oxford, 2001; M.Ed., University of Cincinnati, 1991; BS, University of Cincinnati, 1988.

Jones, Sharyn, Associate Professor, Anthropology (2013); Ph.D., University of Florida, 2004; MA, University of Florida, 2000; BA, University of California-Berkeley, 1997.

Kannan, Miriam, Professor, Biology (1979); Ph.D., Ohio State University, 1979; MS, Ohio State University, 1977; BA, Rider University, 1973.

Kapadia, Parmita, Professor, English (2002); Ph.D., University of Massachusetts, 1997; MA, University of Massachusetts, 1993; BA, Rutgers State University, 1989.

Karrick, Brant G., Professor, Music (2003); Ph.D., Louisiana State University, 1994; MA, Western Kentucky University, 1984; BA, University of Louisville, 1982.

Kasel, Debra K., Associate Professor, Respiratory Care (1996); Ed.D., Northern Kentucky University, 2012; M.Ed., University of Cincinnati, 1994; BS, SUNY Health Science Center-Syracuse, 1992.

Kasten, Sarah E., Associate Professor, Education (2009); Ph.D., Michigan State University, 2009; MA, Ohio State University, 2004; BS, Miami University Oxford, 2001; BS, Miami University Oxford, 2001.

Kasturiratna, Dhanuja, Associate Professor, Statistics (2006); Ph.D., Bowling Green State University, 2006; MA, Bowling Green State University, 2002; BS, University of Colorado at Denver, 1998.

Katkin, Kenneth D., Professor, Law and Legal Studies (2000); JD, Northwestern University, 1996.

Kauscher, Gretchen E., Senior Lecturer, Mathematics (2000); M.Ed., Xavier University, 1998; BS, University of Cincinnati, 1973.

Kazee, Donald K., Associate Professor, Law and Legal Studies (1989); MA, University of Kentucky, 1988; JD, Georgetown University, 1981; BA, Morehead State University, 1976.

Keller, Ann, Associate Professor, Nursing (2000); MSN, University of Cincinnati, 1991; Ed.D., University of Cincinnati, 1990; M.Ed., Xavier University, 1977; BSN, College of Mount St. Joseph, 1975.

Kent, Daniel W., Lecturer, Management (1986); MBA, University of Cincinnati, 1986; BS, Northern Kentucky University, 1983; BA, Northern Kentucky University, 1973.

Kent-Drury, Roxanne M., Associate Professor, English (1998); Ph.D., University of Oregon, 1998; MA, California State University System, 1993; BS, Pepperdine University-Malibu, 1985.

Kerby Jr., Robert L., Lecturer II, Theatre (2002); MFA, University of Illinois, 2002; BFA, Northern Kentucky University, 1987.

Kersell, Nancy, Lecturer, English (1986); MAT, Miami University Oxford, 1972; BA, Ohio State University, 1971.

Kersting, Lee M., Assistant Professor, Accounting (2013); Ph.D., University of South Florida, 2012; MBA, University of Louisville, 2007; BS, University of Louisville, 2005.

Kim, Jang-Chul, Associate Professor, Finance (2008); Ph.D., University of Memphis, 2003; MS, Iowa State University, 1993; BBA, Iowa State University, 1991.

Kim, Suk-hee, Assistant Professor, Social Work (2014); Ph.D., University of Louisville, 2005; MSW, Boston University, 2001.

Kim, Young S., Professor, Finance (2004); Ph.D., Southern Illinois University, 2003; MS, Georgia State University, 1997; BA, Chung-Ang University, 1991.

King, Michael, Associate Professor, Theatre (1985); MFA, University of Florida, 1985; BA, University of Florida, 1980.

Kinne, Lenore J., Professor, Education (2004); Ph.D., University of Minnesota, 2002; MA, University of Minnesota, 1994; M.Ed., University of Minnesota, 1988; BA, Hamline University, 1974.

Kinsley, Jennifer, Associate Professor, Law and Legal Studies (2012); JD, Duke University, 1999; BA, University of Florida, 1996.

Kirby, Kevin G., Professor, Computer Science (1994); Ph.D., Wayne State University, 1988; MS, Wayne State University, 1986; BA, Wayne State University, 1984.

Kirk, Mary, Professor, Kinesiology (1987); Ph.D., Ohio State University, 1989; MA, Michigan State University, 1973; BSED, Ohio University, 1969.

Kishman, Mary, Associate Professor, Nursing (2014); Ph.D., University of Cincinnati, 2004; MSN, University of Cincinnati, 1991; BSN, Xavier University, 1987.

Klatzke, Stephanie R., Assistant Professor, Communication Studies (2007); Ph.D., University of Missouri-Columbia, 2008; MA, University of Cincinnati, 2003; BA, Murray State University, 2001.

Klaw, Barbara, Professor, French (1990); Ph.D., University of Pennsylvania, 1990; MA, University of Pennsylvania, 1985; BA, Northern Illinois University, 1979.

Knapp, Lisa M., Lecturer, Nursing (2010); MAED, Xavier University, 2002; MSN, Xavier University, 2002; BSN, Hartwick College, 1997; DNP, Northern Kentucky University.

Knechtges, Eric T., Associate Professor, Music (2008); DMUS, Indiana University, 2008; MM, Bowling Green State University, 2005; BM, Michigan State University, 2001.

Kolbe, Richard H., Professor, Marketing (2011); Ph.D., University of Cincinnati, 1984; MBA, University of Cincinnati, 1983; MS, University of Cincinnati, 1982; BS, University of Nebraska at Omaha, 1980.

Kollock Jr, Roger O., Assistant Professor, Athletic Training (2013); Ph.D., Old Dominion University, 2011; MA, East Tennessee State University, 2004; BS, Gardner-Webb University, 2001.

Koner, Karen, Assistant Professor, Music (2012); Ph.D., University of Maryland, 2012; MM, University of Arizona, 2008; M.Ed., University of Phoenix, 2003; BA, University of Arizona, 2000.

Koschoreck, James W., Associate Professor, Educational Leadership (2012); Ph.D., The University of Texas at Austin, 2000; MPA, The University of Texas at Austin, 1983; MA, Purdue University, 1979; BA, University of Wisconsin-Madison, 1974.

Koscielicki, Trina, Associate Professor, Radiological Technology (1993); M.Ed., University of Cincinnati, 1997; BS, University of Charleston, 1989.

Kotsidou, Kassiani, Assistant Professor, Engineering Technology (2013); Ph.D., University of Massachusetts at Lowell, 2008; MS, University of Massachusetts-Dartmouth, 1997.

Krapf, Alain, Assistant Professor, Finance (2012); Ph.D., University of Connecticut, 2012; MS, University of North Carolina at Charlotte, 2001; BA, University of North Carolina at Charlotte, 1999.

Kreder, Jennifer A., Professor, Law and Legal Studies (2004); JD, Georgetown University, 1998; BA, University of Florida, 1994.

Krouse, Tonya M., Professor, English (2003); Ph.D., Brandeis University, 2004; MA, University of Illinois-Chicago, 1997; BA, Kent State University, 1996.

Krug, Aimee, Associate Professor, Mathematics (1986); Ph.D., Indiana University, 1986; MA, Indiana University, 1983; BS, University of New Hampshire, 1979.

Krull, Douglas S., Professor, Psychology (1996); Ph.D., The University of Texas at Austin, 1990; BA, University of California-Davis, 1985.

Kues, Robert C., Lecturer (1998); MA, Northern Kentucky University, 1999.

Kulkarni, Madhura, Lecturer (2012); Ph.D., Cornell University, 2010; MS,

University of Maryland, 2003; BS, Duke University, 1999.

Kurk, Katherine C., Professor, French (1984); Ph.D., University of Kentucky, 1979; MA, University of Kentucky, 1974; BA, University of Kentucky, 1972.

Kuwahara, Yasue, Professor, Electronic Media and Broadcasting (1989); Ph.D., Bowling Green State University, 1987; MA, California State University, 1983; BA, Waseda University, 1980.

Kwon, Edward, Associate Professor, Political Science (2007); Ph.D., University of Hawaii-Manoa, 2005; MA, Konkuk University, 1992; BA, Konkuk University, 1987.

Kyle, Leslie A., Lecturer, Business Administration (1999); MBA, Northern Kentucky University, 1991; BS, Northern Kentucky University, 1989.

Lagadic, Isabelle, Associate Professor, Chemistry (2007); Ph.D., University of Paris-Sud, 1994; MS, University of Paris-Sud, 1991; BS, University of Paris-Sud, 1990.

Lambert, Thomas E., Assistant Professor, Public Administration (2011); Ph.D., University of Louisville, 1997; MS, University of Kentucky, 1993; MBA, University of Louisville, 1986; BA, University of Louisville, 1980.

Lambert South, Andrea N., Associate Professor, Communication Studies (2006); Ph.D., University of Denver, 2006; MA, Texas Tech University, 2002; BS, University of Kansas, 2000.

Lamothe, Jennie D., Lecturer (2005); M.Ed., Xavier University, 2003; BA, Georgetown College, 1994.

Lancaster, Jayne K., Assistant Professor, Nursing (2004); DNP, Case Western Reserve University, 2012; MS, Wright State University, 1993; BSN, Miami University Oxford, 1984.

Lancaster, Mark, Assistant Professor (2014); Ph.D., University of Kentucky, 2007; MS, University of Tennessee-Knoxville, 1999; BA, Hendrix College, 1991.

Landon, William J., Associate Professor, History (2004); Ph.D., University of Edinburgh, 2003; MS, University of Edinburgh, 1999.

Landwehr, Hilary W., Associate Professor, Spanish (1988); Ph.D., University of North Carolina, 1986; MA, University of North Carolina, 1978; BA, Louisiana State University, 1975.

Lane, Adrienne, Professor, Nursing (2014); Ed.D., University of Cincinnati, 1992; MSN, University of Kentucky, 1983; BSN, Indiana State University, 1977.

Lang, Nancy A., Associate Professor, Economics (1983); Ed.D., University of Georgia, 1983; MBE, Georgia State University, 1975; BS, Georgia State University, 1972.

Lang, Scott K., Lecturer, Music (1995); MM, University of Cincinnati, 1986; BS, Ball State University, 1983.

Lapin, Samuel S., Lecturer, Communication (1996); MS, Illinois State University, 1989; BS, Illinois State University, 1986.

Larson, Kajsa C., Associate Professor, Spanish (2010); Ph.D., University of Minnesota, 2010; MA, University of Minnesota, 2005; BA, Gustavus Adolphus College, 2001.

Lawrence, Carol, Professor, Accounting (2008); Ph.D., Indiana University, 1989; MBA, Indiana University, 1986; BS, Indiana University-Southeast, 1982.

Lawrence, Christopher, Assistant Professor, Counseling & Human Services (2012); Ph.D., College of William and Mary, 2012; MS, Stetson University, 2008.

Lee, Seungcheol, Assistant Professor, Communication Studies (2012); Ph.D., Michigan State University, 2012; MA, Michigan State University, 2009.

Leek, Karen L., Lecturer, Radiological Technology (1999); BS, Northern Kentucky University, 1993.

Leeman, Mark, Associate Professor, Communication (2009); Ph.D., Ohio University, 2007; MA, Ohio University, 1994; BS, Ohio State University, 1985.

Leone, Marc, Associate Professor, Art (2008); MFA, Arizona State University, 2003; BFA, Art Center College of Design, 1996.

LeRoy, Francois J., Associate Professor, History (1996); Ph.D., University of Kentucky, 1997; MA, University of Kentucky, 1989; Maitrise, Universite de Haute-Bretagne, 1987; D.E.U.G., Universite de Haute-Bretagne, 1985.

Levin, Aron M., Professor, Marketing (2000); Ph.D., University of Kentucky, 1997; MBA, Northern Illinois University, 1991.

Li, Qi, Assistant Professor Ph.D., University of Pittsburgh, 2011.

Li, Yushi B., Professor, Sociology (1994); Ph.D., Iowa State University, 1993; MS, Iowa State University, 1988; BS, Beijing Second Foreign Language Institute, 1983.

Lilly, James R., Professor, Sociology (1974); Ph.D., University of Tennessee-Knoxville, 1975; MA, West Virginia University, 1969; BS, Concord University, 1966.

Lipping, Alar, Professor, Physical Education (1988); Ph.D., Ohio State University, 1980; MS, Cuny Queens College, 1976; BA, Cuny Queens College, 1975.

Lipsitz, Angela K., Professor, Psychology (1982); Ph.D., University of North Carolina, 1983; MA, University of North Carolina, 1981; BS, Centre College, 1978.

Long, Andrew E., Associate Professor, Mathematics (2000); Ph.D., University of Arizona, 1994; MS, University of Arizona, 1991; BS, Bowling Green State University, 1983.

Loriot-Raymer, Gisèle, Associate Professor, French (1990); Ph.D., University of Cincinnati, 1989; MA, Appalachian State University, 1982.

Luethge, Denise J., Professor, Management (2009); Ph.D., Indiana University, 1987; MBA, Michigan State University, 1981; BS, Michigan State University, 1973.

Ma, Lili, Associate Professor, Chemistry (2009); Ph.D., Brown University, 2007; MS, Nanjing Agricultural University, 2002.

Macke, Caroline A., Associate Professor, Social Work (2009); Ph.D., University of Kentucky, 2010; MSW, University of Kentucky, 2003.

Mackin, Gail S., Professor, Mathematics (2001); Ph.D., Virginia Polytechnic Institute, 1997; MS, Virginia Polytechnic Institute, 1993; BS, Keene State College, 1991.

Maddin, Ellen A., Associate Professor, Education (2009); Ed.D., University of Cincinnati, 2002; MA, College of Mount St. Joseph, 2001; BA, University of Michigan-Ann Arbor, 2000.

Mader-Meersman, Julie A., Professor, Visual Communication Design (2003); MFA, University of Washington-Seattle Campus, 1996; BFA, Northern Kentucky University, 1993.

Madero-Hernandez, Arelys, Assistant Professor, Criminal Justice (2014); MS, University of Cincinnati, 2008.

Mahle Drabik, Sara M., Assistant Professor, Electronic Media and Broadcasting (2008); MA, Northern Kentucky University, 2008; BFA, Ithaca College, 1999.

Mannheimer, Michael J.Z., Professor, Law and Legal Studies (2004); JD, Columbia University-New York, 1994.

Manning, David J., Lecturer II, Business Informatics (1984); M.Ed., Xavier University, 1984.

Manning, George E., Professor, Psychology (1970); Ed.D., University of Cincinnati, 1970; M.Ed., University of Cincinnati, 1967; BA, George Williams College, 1965.

Marczinski, Cecile A., Professor, Psychology (2006); Ph.D., McMaster University, 2001; BS, University of Western Ontario, 1996.

Marquis-Cate, Linda M., Professor, Accounting (1986); DBA, University of Kentucky, 1978; MS, University of Kentucky, 1973; BS, University of Kentucky, 1972.

Martin, Caron G., Associate Professor, Nursing (1997); MSN, University of Kentucky, 1982; BSN, University of Kentucky, 1978.

Martin, Gregory S., Professor, Marketing (2008); Ph.D., University of Wisconsin-Madison, 1994; MBA, University of Arkansas, 1988; BA, University of Arkansas, 1978.

Martz, William B., Professor, Business Informatics (2006); Ph.D., University of Arizona, 1989; MS, University of Arizona, 1985; BBA, College of William and Mary, 1981.

Mattson, Gary A., Associate Professor, Political Science (2004); Ph.D., University of Delaware, 1983; MA, University of Rhode Island, 1978; MPA, CUNY John Jay College Criminal Justice, 1976; BA, SUNY, 1969.

McCartney, Philip W., Associate Professor, Mathematics (1978); Ph.D., Claremont Graduate University, 1978; M.Ed., University of Minnesota, 1972; BS, University of Minnesota, 1971.

McCauley, Jaime, Assistant Professor, Sociology (2008); Ph.D., University of Windsor, 2012; MS, University of Cincinnati, 2003; BS, University of Cincinnati, 1999.

McClure, Bruce L., Lecturer, Political Science (1996); MA, Xavier University, 1992; JD, Salmon P Chase College of Law, 1980.

McCombs, Brad, Associate Professor, Art (2007); MFA, Carnegie Mellon University, 2002; BFA, Washington University In St Louis, 1997.

Mccooy, Carrie A., Professor, Nursing (1983); MSPH, University of Kentucky, 2000; Ph.D., University of Kentucky, 2000; MSN, University of Cincinnati, 1980; BSN, Humboldt State University, 1972.

McCoy, Kristen, Lecturer, Nursing (2011); MSN, Northern Kentucky University, 2011; BSN, New Mexico State University, 2002; DNP, Northern Kentucky University.

McCreless, Tamuchin, Assistant Professor, Business Informatics (2015); Ph.D., Arizona State, 2012; MS, Trinity University, 2000; BS, Texas A&M, 1997.

McDonald, Danielle, Associate Professor, Criminal Justice (2008); Ph.D., Indiana University of Pennsylvania, 2006.

McErlane, Kimberly, Associate Professor, Nursing (2008); MSN, University of Cincinnati, 1995; BSN, University of Cincinnati, 1994; Ph.D., University of Phoenix.

McFarland, Ausbra E., Associate Professor, Construction Management (2004); Ph.D., University of Cincinnati, 1997; MS, University of Cincinnati, 1988; BS, Southern University (Southern University and A&M College), 1976.

McFarland, Barbara B., Assistant Professor, Law and Legal Studies (2006); JD, University of Cincinnati, 1981; BS, University of Virginia, 1974.

McGee, Daniel, Professor, Mathematics (2013); Ph.D., University of Arizona, 1995; MS, University of Arizona, 1991.

McGill, Diana L., Professor, Chemistry (1993); Ph.D., Harvard University, 1991; BA, Northern Kentucky University, 1984; BS, Northern Kentucky University, 1984.

McGovern III, Thomas F., Professor, Art (2002); MFA, Tyler School of Art of Temple University, 1986; BFA, Massachusetts College of Art, 1983.

McGuffee, James, Associate Professor, Computer Science (2013); Ph.D., Louisiana State University, 1994; BS, Louisiana Tech University, 1989.

McKenzie, Jonathan, Associate Professor, Political Science (2009); Ph.D., Purdue University, 2009.

McLendon, Tara M., Associate Professor, Social Work (2010); Ph.D., University of Kansas, 2010; MSW, University of Kansas, 1993; BSW, University of Kansas, 1992.

McMillan-McCartney, Elizabeth A., Lecturer, Mathematics (1980); JD, Salmon P Chase College of Law, 1986; MA, Claremont Graduate University, 1978; BA, Swarthmore College, 1975.

McNally Emerine, Jacqueline S., Associate Professor, Public Relations (2006); Ph.D., Kent State University, 2005; MA, IUPUI-Indiana U-Purdue U-Indianapolis, 1999; BA, IUPUI-Indiana U-Purdue U-Indianapolis, 1997.

Medlicott, Carol A., Associate Professor, Geography (2005); Ph.D., University of California-Los Angeles, 2003; MA, University of California-Los Angeles, 1997; BS, Valparaiso University, 1984.

Mester, Joseph C., Associate Professor, Biology (2006); Ph.D., University of

Tennessee-Knoxville, 1989; BA, University of Rochester, 1983.

Metz, John J., Associate Professor, Geography (1990); Ph.D., University of Wisconsin Colleges, 1989; MS, University of Wisconsin Colleges, 1980; BA, Maryknoll College, 1967.

Meyers, Debra, Professor, History (2001); Ph.D., University of Rochester, 1997; MA, University of Mount St. Joseph, 2013; BA, Nazareth College of Rochester, 1992.

Miller, Alexandra J., Associate Professor, Criminal Justice (2008); Ph.D., University of Louisville, 1999; MS, University of Louisville, 1996; BS, University of Louisville, 1993.

Miller, Burke, Associate Professor, History (2005); Ph.D., Miami University Oxford, 2002; MA, Miami University Oxford, 1993.

Miller, Carl E., Associate Professor, Statistics (2002); Ph.D., University of South Carolina-Columbia, 2002; MS, University of South Carolina-Columbia, 2000; BS, University of South Carolina-Spartanburg, 1993; BS, University of South Carolina-Spartanburg, 1993.

Miller, P. A., Professor, English (1990); MFA, Emerson College, 1990; BA, Miami University Oxford, 1988.

Misis, Marcos L., Assistant Professor (2012); Ph.D., University of Southern Mississippi, 2012; MS, University of Houston, 2008.

Mittal, Banwari, Professor, Marketing (1987); Ph.D., University of Pittsburgh, 1982; MBA, Indian Institute of Management, 1971; BA, Biria Institute of Technology & Science, 1969.

Moberg, Philip J., Associate Professor, Psychology (2004); Ph.D., University of Illinois-Urbana, 1996; AM, University of Illinois-Urbana, 1993.

Moffett, Kelly, Associate Professor, English (2010); MFA, West Virginia University, 2004; MA, West Virginia University, 2001.

Moon, Melissa M., Associate Professor, Criminal Justice (2000); Ph.D., University of Cincinnati, 1996; MS, University of Cincinnati, 1992; BS, University of Cincinnati, 1991.

Morris, Celeste, Assistant Professor, Chemistry (2013); Ph.D., Indiana University-Bloomington, 2013; BS, Northern Kentucky University, 2008.

Moynahan, J Patrick, Associate Professor, Journalism (1990); MS, Murray State University, 1981; BS, Murray State University, 1969.

Mueller, Stephen L., Professor, Management (2004); Ph.D., The University of Texas at Dallas, 1994; MS, The University of Texas at Dallas, 1989; MBA, The University of Texas at Arlington, 1977; BS, Purdue University, 1969.

Muente, Kevin J., Professor, Art (2001); MFA, University of Cincinnati, 1999; BFA, University of Wisconsin-Milwaukee, 1994.

Murphy, Teri J., Professor, Mathematics (2008); Ph.D., University of Illinois-Urbana, 1995; MS, University of Illinois-Urbana, 1994; MS, University of Illinois-Urbana, 1990; BS, Kent State University, 1987.

Mutsch, Karen S., Associate Professor, Nursing (2007); DNP, University of Kentucky, 2005; MSN, Northern Kentucky University, 2000; BSN, Northern Kentucky University, 1985.

Myers, Margaret T., Associate Professor, Marketing (1984); Ph.D., Indiana University, 1983; MBA, Indiana University, 1982; MA, Indiana University, 1972; BA, Birmingham University, 1968.

Nacev, Ljubomir, Professor, Law and Legal Studies (1987); LL.M., New York University, 1978; JD, John Marshall Law School, 1976; BA, Johns Hopkins University, 1973.

Nakamura, Makoto, Lecturer, Japanese (2010); MA, Concordia University, 1999; MA, Kansai Gaidai University, 1997; BA, Meisei University, 1989; Ph.D., McGill University.

Neal, Brandi, Lecturer, Business Informatics (2015); MBI, Northern Kentucky University, 2014; BA, Morehead State University, 2006.

Neal, Catherine S., Associate Professor, Business Law (2005); JD, University of Cincinnati, 1998; BS, Northern Kentucky University, 1992.

Neely, Charlotte K., Professor, Anthropology (1974); Ph.D., University of North Carolina, 1976; MA, University of North Carolina, 1971; BA, Georgia State University, 1970.

Nelson, Kesha M., Assistant Professor, Nursing (2011); MSN, University of Phoenix, 2008; BSN, University of Phoenix, 2006; DNP, University of Phoenix.

Newell, Gary L., Associate Professor, Computer Science (2001); Ph.D., University of Arizona, 1994; MS, University of Arizona, 1990; BS, Worcester State College, 1986.

Newman, Stephen E., Professor, Mathematics (1972); Ph.D., University of Utah, 1968; MS, University of Utah, 1965; BS, University of Utah, 1963.

Nichols, Bridget M., Associate Professor, Sports Business (2010); Ph.D., University of Tennessee-Knoxville, 2010; MBA, The University of Tampa, 2004; BS, The University of Tampa, 2000.

Niemer, Louise M., Associate Professor, Nursing (1995); Ph.D., University of Cincinnati, 1997; MS, University of Kentucky, 1979; BS, University of Kentucky, 1973.

Niemeyer, Jill S., Lecturer II, Education (2000); MA, Eastern Kentucky University, 1975; BS, Eastern Kentucky University, 1973.

Noblitt, Bethany A., Associate Professor, Mathematics (1999); Ph.D., University of Cincinnati, 2006; MA, University of Louisville, 1999; MAT, University of Louisville, 1996; BA, University of Louisville, 1995.

Nolan, Joseph R., Associate Professor, Statistics (2008); Ph.D., Purdue University, 2006; MS, Purdue University, 2002; MA, Eastern Illinois University, 1999; BA, Eastern Illinois University, 1998; BS, Eastern Illinois University, 1998.

Nordheim, Shawn, Lecturer (2010); Ed.D., Northern Kentucky University, 2013; MSN, University of Utah, 1998; BSN, University of South Carolina-Columbia, 1994.

Nutter, Scott L., Professor, Physics (2001); Ph.D., Indiana University, 1991; MS, Indiana University, 1987; BS, University of Georgia, 1985.

O'Brien, Gail S., Lecturer, Criminal Justice (2004); JD, Capital University, 1979; BA, Miami University Oxford, 1976.

O'Callaghan, Tamara F., Professor, English (1997); Ph.D., University of Toronto, 1995; MA, University of Toronto, 1988; BA, University of Toronto, 1986.

O'Connor, Kathleen A., Lecturer, Psychology (1988); Ed.D., University of Cincinnati, 1987; MA, Xavier University, 1981; BS, Northern Kentucky University, 1979.

Olberding, Julie C., Associate Professor, Public Administration (2004); Ph.D., University of Kentucky, 2000; MPA, University of Kentucky, 1992; BS, Ohio University, 1989.

Onorato, Amber J., Assistant Professor, Chemistry (2013); Ph.D., University of Connecticut, 2008; BA, Southern Connecticut State University, 2003.

Orth, Daryl L., Associate Professor, Construction Management (2005); Ph.D., Purdue University, 2003; MS, Murray State University, 1996; BS, Northern Kentucky University, 1993.

Ossege, Julianne, Associate Professor, Nursing (2009); Ph.D., University of South Carolina-Columbia, 1993; MS, University of South Carolina-Columbia, 1989; BSN, College of Mount St. Joseph, 1986.

Owhoso, Vincent E., Professor, Accounting (2006); Ph.D., University of Florida, 1998; BBA, Eastern Kentucky University, 1990; MBA, Eastern Kentucky University, 1986; BS, Berea College, 1984; BA, Berea College, 1983.

Padolik, Laura L., Senior Lecturer, Chemistry (1993); Ph.D., Ohio State University, 1990; BS, Saint Louis University, 1985.

Patten, Deborah A., Lecturer II, Respiratory Care (2002); MA, Northern Kentucky University, 2011; BS, University of Cincinnati, 1976.

Pearce, Debra K., Professor, Biology (1976); Ph.D., University of California-Berkeley, 1976; BS, University of California-Berkeley, 1971.

Pence, Catherine M., Associate Professor, Nursing (2004); MSN, University of

Phoenix, 2003; BSN, University of Cincinnati, 1995.

Pence, Terry G., Professor, Philosophy (1980); Ph.D., Purdue University, 1979; MA, Trinity Evangelical Divinity School, 1974; MA, University of Illinois, 1974; BA, Northeastern Illinois University, 1971.

Pennington, Randy K., Professor, Music (1994); DMUS, University of Arizona, 1989; MM, California State University System, 1982; BM, California State University System, 1980.

Peterson, Mel, Lecturer, Statistics (2011); MS, University of Iowa, 1982.

Pettit, Jeanne M., Lecturer II (2003); MS, Miami University Oxford, 1985; BS, Miami University Oxford, 1982.

Peveler, Willard, Associate Professor, Exercise Science (2009); Ph.D., University of Alabama, 2003; MS, Western Kentucky University, 2000; BA, Western Kentucky University, 1997.

Pfendt, Kristine E., Associate Professor, Nursing (2003); MSN, Northern Illinois University, 1984; BS, Northern Illinois University, 1976.

Pilyayeva, Olena, Lecturer, Management (2007); MS, Kotlyarevsky Kharkiv State Institute of, 2001.

Pope, Verl T., Professor, Counseling & Human Services (2012); Ed.D., Idaho State University, 1996; MA, Idaho State University, 1993; BS, Idaho State University, 1991.

Porterfield, Rebecca, Professor, Business Administration (2014); Ph.D., Clemson University, 1986; MBA, Mississippi State University, 1978; BS, Mississippi State University, 1977.

Powell, Terry D., Associate Professor, Theatre (1993); MFA, Southern Illinois University, 1998; BFA, Western Kentucky University, 1986.

Prather-Jones, Bianca P., Associate Professor, Education (2003); Ed.D., University of Cincinnati, 2003; MA, University of South Florida, 1998; BA, University of South Florida, 1996.

Providenti, Michael J., Associate Professor, Library Science (1998); MLS,

University of Kentucky, 1998; BA, University of Cincinnati, 1994.

Puente-Baldoceda, Blas G., Associate Professor, Spanish (1989); Ph.D., The University of Texas at Austin, 1989; MA, SUNY College-Buffalo, 1978; BA, Universidad Nacional Mayor de San Marcos, 1976.

Pulos, Alexis, Assistant Professor, Communication (2013); Ph.D., University of New Mexico, 2013; MA, University of New Mexico, 2009; BA, Colorado State University, 2006.

Racke, Amy M., Lecturer II, Biology (1996); MS, Southeast Missouri State University, 1996; BS, Northern Kentucky University, 1993.

Raghavan, Vijay V., Professor, Business Informatics (1987); Ph.D., Kent State University, 1990.

Ragsdale, J. Gaut, Professor, Communication (1987); Ph.D., Indiana University, 1982; MA, University of Tennessee-Knoxville, 1979; BS, University of Tennessee-Knoxville, 1972.

Raisor Godel, Allison M. R., Lecturer, Communication (2006); MA, Indiana University, 2004; BA, Northern Kentucky University, 2002.

Ramage, James A., Professor, History (1972); Ph.D., University of Kentucky, 1972.

Rankin, John S., Associate Professor, Mathematics (1983); Ph.D., University of Houston, 1980; MS, University of Houston, 1976; BA, University of Dallas, 1974.

Raska, David, Associate Professor, Marketing (2009); Ph.D., Washington State University, 2009; MS, University of Alabama, 2002; MA, Technical University of Liberec, 1999.

Reed, Cynthia, Professor, Education (2014); Ed.D., University of Pittsburgh, 2009.

Reilly, Shauna F., Associate Professor, Political Science (2009); Ph.D., Georgia State University, 2009; MA, Georgia State University, 2003; BA, Queen's University, 2002.

Restesan, Francisc T., Associate Professor, Music (2009); DMA, University of

Arizona, 2007; MM, University of Arizona, 2004; MA, George Dima State Conservatory, 1996.

Reynolds, Jonathan T., Professor, History (1999); Ph.D., Boston University, 1995; MA, Boston University, 1991; BA, University of Tennessee-Knoxville, 1988.

Rhee, Kenneth S., Associate Professor, Management (1999); Ph.D., Case Western Reserve University, 1997; MBA, Boston University, 1989; MS, Rensselaer Polytechnic Institute, 1985; BA, Johns Hopkins University, 1982.

Riffe, Holly A., Professor, Social Work (2001); Ph.D., Ohio State University, 1995; MSW, University of Kentucky, 1988; BS, Northern Kentucky University, 1984.

Riley, Angela K., Lecturer II, Nursing (2009); MSN, Northern Kentucky University, 1997; BSN, Northern Kentucky University, 1995.

Riley, Teresa, Lecturer (2011); MS, Northern Kentucky University, 2013; BA, Georgetown College, 1979.

Robertson, Brian, Lecturer II, Theatre (1999); MFA, University of Cincinnati, 1995; BSW, Ferrum College, 1983.

Robertson, Denice N., Senior Lecturer, Biology (2001); Ph.D., Old Dominion University, 2001; BS, Purdue University, 1994.

Robinson, Denise L., Professor, Nursing (1984); Ph.D., The University of Texas at Austin, 1991; MSN, University of South Carolina-Columbia, 1977; BSN, University of South Carolina-Columbia, 1976.

Robinson, Erin M., Associate Professor, Nursing (2003); Ed.D., Northern Kentucky University, 2014; MSN, University of Pittsburgh, 2003; BSN, Duquesne University, 1998.

Robinson, Frank, Lecturer, Management (2007); MA, Lewis University, 2003; BA, University of Illinois-Urbana, 1999.

Robinson-Ervin, Porsha D., Assistant Professor, Education (2013); Ph.D., Ohio State University, 2012; M.Ed., Ohio State University, 2005; BS, Ohio State University, 2004.

Rockaway, John D., Associate Professor, Geology (2001); Ph.D., Purdue University, 1968; MSE, Purdue University, 1963; BS, Colorado School of Mines, 1961.

Rodriguez, Raquel H., Associate Professor, Music (2009); DMA, University of North Texas, 2008; MA, West Texas A & M University, 2001; BM, West Texas A & M University, 2000.

Roemer, Danielle M., Associate Professor, English (1984); Ph.D., The University of Texas at Austin, 1977; MA, The University of Texas at Austin, 1972; BA, Oklahoma State University, 1969.

Rosenthal, Lawrence D., Professor, Law and Legal Studies (2003); LL.M., Georgetown University, 1998; JD, Vanderbilt University, 1993; BA, Union College, 1990.

Roth, Michael, Professor, Physics (2014); Ph.D., Colorado State University, 1992; BS, Colorado State University, 1986.

Rowland, Valerie V., Associate Professor, Allied Health (2007); MS, Ohio State University, 1979; BS, Ohio State University, 1973.

Rubleske, Joseph, Assistant Professor, Business Informatics (2013); Ph.D., Syracuse University, 2012; MPA, IUPUI-Indiana U-Purdue U-Indianapolis, 1996; BA, Indiana University-Bloomington, 1993.

Runge, Sara, Associate Professor, Education (1996); Ed.D., University of Cincinnati, 1997; MA, Northern Kentucky University, 1991; BA, Northern Kentucky University, 1989.

Russ, Robert W., Associate Professor, Accounting and Business Law (2005); Ph.D., Virginia Commonwealth University, 2006; BA, Marietta College, 1983.

Russell, Keith F., Associate Professor, Chemistry (2001); Ph.D., University of Arizona, 1992; BS, Oregon State University, 1985; BS, Oregon State University, 1985.

Ryan, Carol A., Associate Professor, Physical Education (1996); Ph.D., University of Cincinnati, 1988; MA, University of North Carolina, 1979; BA, University of North Carolina, 1978.

Saad, Ihab, Professor, Construction Management (2011); Ph.D., University of Kentucky, 1996; MS, Cairo University, 1994; BS, Cairo University, 1984.

Sadat-Hossieny, Morteza, Associate Professor, Engineering Technology (1999); Ph.D., Iowa State University, 1989; MS, Murray State University, 1985; BS, Oklahoma State University, 1983.

Sakaguchi, Toru, Associate Professor, Business Informatics (1999); Ph.D., University of Memphis, 1999; MBA, Oklahoma City University, 1992; BS, University of Tsukuba, 1984.

Salyer CPA, Robert L., Instructor, Accounting (1999); MS, University of Cincinnati, 1984; BS, University of Kentucky, 1971.

Salzman, Ryan, Assistant Professor, Political Science (2012); Ph.D., University of North Texas, 2011.

Sander, Kurt L., Professor, Music (2003); DMUS, Northwestern University, 1998; MM, University of Cincinnati, 1994; BM, Cleveland State University, 1992.

Sanders, Gabriel J., Assistant Professor, Exercise Science (2012); Ph.D., Kent State University, 2012; M.Ed., Ashland University, 2008; BS, Ashland University, 2006.

Scharlott, Bradford W., Associate Professor, Journalism (1991); Ph.D., University of Wisconsin Colleges, 1986; MA, Indiana University, 1978; BA, Miami University Oxford, 1975.

Scheidler, Cory, Assistant Professor, Exercise Science (2014); Ph.D., Ohio State University, 2013; MA, Ohio State University, 2009; BS, Wright State University, 2005.

Schellhas, Hans, Associate Professor, Visual Communication Design (2006); M.Des., University of Cincinnati, 2007; BA, Northern Kentucky University, 2002; BS, Xavier University, 1996.

Schleyer, Marilyn A., Associate Professor, Nursing (2005); Ph.D., Union Institute & University, 1999; MA, University of Cincinnati, 1994; MSN, University of Cincinnati, 1984; BSN, College of Mount St. Joseph, 1974.

Schlipp, John C., Associate Professor, Library Science (2006); MLS, University of Kentucky, 2000; BA, University of Dayton, 1982.

Schultheis, Patrick J., Professor, Biology (1999); Ph.D., University of Cincinnati, 1994; MS, University of Dayton, 1986; BS, University of Dayton, 1984.

Schultz, Lois E., Professor, Library Science (1978); MBA, Xavier University, 1983; MLS, University of Kentucky, 1974.

Schumacher, Patricia F., Lecturer, English (1989); MA, University of Cincinnati, 1980; BA, Northern Kentucky University, 1977.

Schwarz, Kirsten, Assistant Professor, Biology (2012); Ph.D., Rutgers University, 2010; BA, College of the Atlantic, 2000.

Scola, Michael P., Lecturer, Biology (2003); DPM, Ohio College of Podiatric Medicine, 1988; BS, Xavier University, 1984.

Sharp, Jennifer, Assistant Professor, Counseling & Human Services (2012); Ph.D., Pennsylvania State Univ-Penn State, 2012; MA, Ohio State University, 2011; BA, Denison University, 2002.

Shaw, Doris M., Professor, Marketing (2002); Ph.D., Kent State University, 2000; MBA, Baldwin-Wallace College, 1983; BBA, University of Toledo, 1979.

Shaw, Ronald A., Associate Professor, Theatre (1989); MFA, Northwestern University, 1987; MA, Bowling Green State University, 1982; BA, Heidelberg College, 1980.

Sheard-Grout, Gayle, Professor, Music (1978); MM, New England Conservatory of Music, 1965; BA, Oberlin College, 1963.

Shelley, Jill A., Lecturer, Criminal Justice (1996); MS, University of Cincinnati, 1990; BS, University of Cincinnati, 1980.

Sherry, Tammie L., Assistant Professor, Education (2004); Ed.D., University of Cincinnati, 2010; M.Ed., Northern Kentucky University, 2000; BA, Northern Kentucky University, 1993.

Shifley, Emily, Assistant Professor (2014); Ph.D., Ohio State University, 2009; BS, Ohio University, 2003.

Sieve, Bradley J., Lecturer, Chemistry (2005); Ph.D., Michigan State University, 2002; BA, Coe College, 1998.

Sigler, Tracey H., Associate Professor, Management (2001); Ph.D., University of North Carolina, 1997; MBA, Bowling Green State University, 1991; BBA, Bowling Green State University, 1985.

Singleton, David A., Associate Professor, Law and Legal Studies (2011); JD, Harvard University, 1991.

Sisson, Patricia A., Lecturer II, Statistics (2003); MS, Bowling Green State University, 1992; BS, Bowling Green State University, 1989.

Skaggs, J. Michael, Lecturer, Communication Studies (2015); MA, Montclair State University, 1996; BA, Jersey State College, 1994.

Slawter, Karen P., Senior Lecturer, Communication Studies (1983); MA, Northern Kentucky University, 1982; BA, Eastern Kentucky University, 1970.

Smith, Dempsy C., Lecturer, Mathematics (1983); MAED, Eastern Kentucky University, 1975; BS, Cumberland University, 1972.

Smith, Donna B., Associate Professor, Library Science (1987); MLS, University of Kentucky, 1993; BS, Northern Kentucky University, 1983.

Smith, Ernest, Professor, English (2009); Ph.D., New York University, 1987; MA, Wright State University, 1980; BA, Wright State University, 1978.

Smith, Jeffrey M., Professor, Psychology (1988); Ph.D., Colorado State University, 1988; MS, Colorado State University, 1986; BA, Bemidji State University, 1983.

Smith, Jennifer S., Professor, Library Science (1983); Ph.D., Ohio State University, 2002; M.Ed., Wright State University, 1991; MLS, Case Western Reserve University, 1981; BM, University of Cincinnati, 1980.

Smith, Lynn W., Assistant Professor, Nursing (2010); M.Div., Lexington Theological Seminary, 2003; MSN, University

of Cincinnati, 1988; BSN, University of Tennessee-Knoxville, 1977; Ed.D., Northern Kentucky University; Ed.D., Walden University.

Smith, Lynne A., Professor, Education (1988); Ed.D., University of Kentucky, 1988; MS, University of Tennessee-Knoxville, 1979; BS, University of Tennessee-Knoxville, 1973.

Soliday, Paige, Associate Professor, English (1992); Ph.D., University of Wisconsin Colleges, 1993; MA, University of Wisconsin Colleges, 1986; BA, University of Iowa, 1983.

Spataro, Sandra E., Associate Professor, Management (2011); Ph.D., University of California-Berkeley, 2000; MA, Stanford University, 1998; BA, Stanford University, 1988.

St. Amand, Gerard A., Professor, Law and Legal Studies (1999); JD, Boston College, 1974.

Standen, Jeffrey, Professor, Law and Legal Studies (2013); JD, University of Virginia, 1986.

Stavsky, Mark M., Professor, Law and Legal Studies (1980); LL.M., New York University, 1982; JD, Depaul University, 1976; BA, Northwestern University, 1973.

Stephens JR, Henry L., Professor, Law and Legal Studies (1979); JD, University of Kentucky, 1975.

Stevens, Damon, Lecturer, Theatre (2012); DMA, University of Cincinnati, 2007; MM, University of Cincinnati, 1996; BM, Arizona State University, 1992.

Strawn, Jamey S., Professor, Theatre (2000); MM, University of Cincinnati, 1996; BM, West Chester University of Pennsylvania, 1994.

Strobel, Christopher L., Professor, Electronic Media and Broadcasting (2002); MA, The American University, 1996; BS, Indiana State University, 1990.

Strome, Erin, Associate Professor, Biological Sciences (2011); Ph.D., Baylor College of Medicine, 2008; BA, Miami University (Ohio), 2001.

Su, Qing, Associate Professor, Economics (2009); Ph.D., University of South Florida, 2006; MA, University of South Florida, 2002; BS, Dongbei University of Finance and Economics, 1993.

Sullivan, Laura A., Associate Professor, Library Science (1984); MA, University of Cincinnati, 1986; MLS, Indiana University, 1981; BA, University of Cincinnati, 1980.

Sunderhaus, Patricia I., Lecturer, Nursing (2012); Ed.D., Argosy University, 2011; MSN, Ball State University, 2005; BSN, College of Mount St. Joseph, 1999.

Swayne, Cheryl L., Associate Professor, Nursing (1988); Ed.D., Northern Kentucky University, 2013; MSN, University of California-Los Angeles, 1985; BSN, Eastern Kentucky University, 1980.

Tagher, Catherine, Assistant Professor, Nursing (2005); Ed.D., Northern Kentucky University, 2014; MSN, University of Kentucky, 2001; BSN, University of Kentucky, 1997.

Tanzman, Jamie, Lecturer (2011); MA, Nazareth College of Rochester, 2003; BA, University of Maryland, 2001.

Tapp, Karen S., Associate Professor, Social Work (2005); JD, Salmon P Chase College of Law, 1985; MSW, University of Tennessee-Knoxville, 1976; BSW, University of Kentucky, 1974.

Taylor, Jessica A., Assistant Professor (2012); Ph.D., University of Alabama, 2012; MSW, University of Alabama, 2007; BSW, University of Alabama, 2005.

Tenkotte, Paul, Professor, History (2009); Ph.D., University of Cincinnati, 1989; MA, University of Cincinnati, 1983.

Teschendorf, Michelle, Lecturer, Nursing (2013); BSN, Missouri Western State University, 1996; Ph.D., Saint Louis University.

Theuri, Peter M., Professor, Accounting (1999); DBA, Mississippi State University, 1999; MBA, University of Central Oklahoma, 1989; BS, Oakwood College, 1986.

Thomas JR, James H., Professor, Psychology (1975); Ph.D., University of Virginia, 1976; MA, University of Virginia, 1969; BA, Stetson University, 1967.

Thomas, Jonathan N., Associate Professor, Education (2010); Ed.D., University of Cincinnati, 2010; M.Ed., University of Cincinnati, 2006; BA, University of Kentucky, 2003.

Thompson, John C., Professor, Finance (2005); DBA, University of Kentucky, 1990; MBA, Youngstown State University, 1983; BA, Westminster College, 1976.

Thompson, E. David D., Associate Professor, Biology (2005); Ph.D., University of Kentucky, 2002; BS, University of Kentucky, 1995.

Thomson, David S., Associate Professor, Electronic Media and Broadcasting (1983); MA, University of Cincinnati, 1971; BM, University of Cincinnati, 1967.

Tokson, Matthew, Assistant Professor, Law and Legal Studies (2015); JD, University of Chicago, 2008.

Torres, Mauricio, Assistant Professor, Engineering Technology (2013); Ph.D., Florida International University, 2011; MS, Florida International University, 2006.

Tosolt, Brandelyn, Associate Professor, Education (2008); Ph.D., Oakland University, 2008; MA, University of Michigan-Ann Arbor, 2003; BA, Michigan State University, 2000.

Truta, Traian M., Professor, Computer Science (2004); Ph.D., Wayne State University, 2004; MS, Babes-Bolyai University, 1999; BS, Babes-Bolyai University, 1998.

Turkelson, Sandra L., Associate Professor, Nursing (2001); MSN, University of Kentucky, 1985; BSN, University of Cincinnati, 1982.

Underwood, Jane L., Assistant Professor, Law and Legal Studies (2012); JD, University of Akron, 1980; MLS, Kent State University, 1980; AB, Ohio University, 1977.

Valandra, Rodney, Lecturer, Counseling & Human Services (2011); MA, Xavier University, 2004; BA, Northern Kentucky University, 2001; Ph.D., University of Kentucky.

Valauri, John T., Professor, Law and Legal Studies (1982); JD, Harvard University, 1975.

Van Loveren Geis, Candice N., Lecturer, Art Education (2006); MA, University of Cincinnati, 2004; BFA, University of Cincinnati, 2002.

Vance-Eliany, Sharon A., Associate Professor, History (2006); Ph.D., University of Pennsylvania, 2005; BA, University of California-Berkeley, 1990.

Vest, Jason, Associate Professor (2014); DMA, University of Kentucky, 2009; MM, Brigham Young University, 2005; BM, Butler University, 2002.

Voelker, Judy C., Associate Professor, Anthropology (2004); Ph.D., SUNY, 2002; MA, SUNY, 1994; MBA, Columbia University-New York, 1977; BA, Barnard College, 1974.

Vogelpohl, Rachele, Assistant Professor, Athletic Training (2011); Ph.D., University of Hawaii-Manoa, 2011; MS, University of Hawaii-Manoa, 2009; BS, Northern Kentucky University, 2006.

Vogler, Karl J., Lecturer, Physics (1998); Ph.D., University of Wyoming, 1994; BS, University of Wyoming, 1984.

Votruba, James C., Professor, Educational Leadership (1997); Ph.D., Michigan State University, 1974; MA, Michigan State University, 1970; BA, Michigan State University, 1968.

Wagner, Barbara J., Assistant Professor, Law and Legal Studies (2012); JD, Columbia University-New York, 1981; MBA, Boston University, 1977; BA, Yale University, 1973.

Wakefield, Monica L., Assistant Professor, Anthropology (2013); Ph.D., Yale University, 2010; BS, Humboldt State University, 1998.

Walden, James W., Associate Professor, Computer Science (2005); Ph.D., Carnegie Mellon University, 1997; MS, Carnegie Mellon University, 1994; BS, Miami University Oxford, 1992.

Walker, Stephen C., Professor, Education (1988); Ed.D., Ball State University, 1987; MAED, University of Evansville, 1980; BS, Ball State University, 1973.

Wallace, Robert K., Professor, English (1972); Ph.D., Columbia University-New York, 1972; MA, Columbia University-New York, 1967; BA, Whitman College, 1962.

Walters, Keith A., Professor, Chemistry (2002); Ph.D., University of Florida, 2000; BS, Furman University, 1996.

Walters, Lindsey A., Associate Professor, Biology (2010); Ph.D., Michigan State University, 2008; BS, Calvin College, 2003.

Walton, Gary, Associate Professor, English (1987); Ph.D., George Washington University, 1991; M.Phil., George Washington University, 1985; MS, University of South Dakota, 1982; BA, Northern Kentucky University, 1981.

Wang, Hongmei, Associate Professor, Computer Science (2007); Ph.D., Pennsylvania State Univ-Penn State, 2007; MS, Chinese Academy of Science, 1997; BS, Changchun College of Geology, 1994.

Ward, Jeffrey A., Associate Professor, Computer Science (2004); Ph.D., Ohio State University, 2004; MS, Ohio State University, 1988; BS, Northern Kentucky University, 1984.

Warner, Lynn, Lecturer, Library Informatics (2015); MLS, University of Kentucky, 2011; BA, Bowling Green State University, 2003.

Wasburn-Moses, Jered, Lecturer, Mathematics (2010); MS, Purdue University, 2000; BS, Purdue University, 1998.

Washington, Michael H., Professor, History (1979); Ed.D., University of Cincinnati, 1984; M.Ed., University of Cincinnati, 1974; BS, University of Cincinnati, 1973.

Wasicsko, Michael M., Professor, Educational Leadership (2005); Ph.D., University of Florida, 1977; M.Ed., University of Florida, 1973; BS, University of Florida, 1971.

Waters, Michael S., Associate Professor, Mathematics (2004); Ph.D., Ohio

University, 2003; MA, Miami University Oxford, 1996; BA, Thomas More College, 1994.

Watkins, Andrea S., Associate Professor, History (2002); Ph.D., University of Kentucky, 1999; MA, University of Kentucky, 1993; BA, University of Kentucky, 1991.

Weaver, Rosa L., Lecturer, Educational Leadership (1999); Ed.D., University of Kentucky, 1997; M.Ed., Xavier University, 1972; BS, University of Cincinnati, 1969.

Webster, Jennifer H., Lecturer II, Political Science (2003); Ph.D., University of Cincinnati, 2012; MS, University of Cincinnati, 2002; BA, East Tennessee State University, 2001.

Weir (Baranowski), Kimberly A., Associate Professor, Political Science (2003); Ph.D., University of Connecticut, 2003; MA, Villanova University, 1998; BA, Bloomsburg University of Pennsylvania, 1995.

Weisenbach Keller, Eileen D., Associate Professor, Entrepreneurship (2006); Ph.D., Kent State University, 2005; MBA, University of Chicago, 1992; BS, Indiana University, 1983.

Weiss, Steven M., Professor, Communication Studies (1994); Ph.D., Temple University, 1980; MA, Temple University, 1977; BA, Temple University, 1976.

Wells, Gail W., Professor, Computer Science (1980); Ed.D., University of Cincinnati, 1981.

Wells, Michael D., Lecturer, Library Science (2013); MLS, Kent State University, 2010; BA, Capital University, 2007.

Wermeling, Linda, Associate Professor, Social Work (2003); Ph.D., University of Kentucky, 2006; MSW, University of Kentucky, 1995.

Wesley, Threasa L., Associate Professor, Library Science (1981); MLS, University of Kentucky, 1979; BA, Western Kentucky University, 1977.

Whiteman, Michael, Professor, Law and Legal Studies (2002); MLS, Simmons College, 1995; JD, University of Louisville, 1994.

Whitson, Mary K., Associate Professor, Biology (2003); Ph.D., Duke University, 2001; BS, University of Florida, 1994.

Wideman, Paige, Lecturer II, Art (1999); MFA, University of Cincinnati, 1999; BFA, Kansas City Art Institute, 1989.

Wiebe, Harold D., Associate Professor, Engineering Technology (1993); MS, University of Cincinnati, 1966.

Wilcox, Robert W., Associate Professor, History (1993); Ph.D., New York University, 1992; MA, University of Calgary, 1986; BA, Simon Fraser University, 1979.

Wilkey, Christopher L., Associate Professor, English (2003); Ph.D., Wayne State University, 2003; MA, University of Dayton, 1996; BA, Northern Arizona University, 1993.

Wilkinson, Steven V., Professor, Mathematics (1989); Ph.D., Rice University, 1984; BA, University of Tulsa, 1979.

Williams, Diane M., Lecturer, Mathematics (1992); MS, Case Western Reserve University, 1983; MS, Rensselaer Polytechnic Institute, 1975; BA, Millersville University of Pennsylvania, 1974.

Williams, Jeffrey C., Professor, History (1972); Ph.D., University Of Edinburgh, 1972; BA, University of California-Berkeley, 1966.

Wirtz, Paul J., Associate Professor, Educational Leadership (2005); Ph.D., George Peabody College, 1976; MS, University of Wisconsin Colleges, 1972; BA, Marquette University, 1969.

Wood, Wendy, Associate Professor, Library Science (1988); MLS, Emporia State University, 1988; BA, University of Kansas, 1980.

Wroughton, Jacqueline, Associate Professor, Statistics (2008); Ph.D., University of Nebraska At Lincoln, 2007; MS, University of Nebraska At Lincoln, 2004; BA, Concordia University, 2002; BS, Concordia University, 2002.

Yannarella, Philip A., Associate Professor, Library Science (1977); MLS, University of Michigan-Ann Arbor, 1970; MA, Duquesne University, 1967; BA, Youngstown State University, 1964.

Yates, Justin R., Assistant Professor, Psychology (2012); Ph.D., University of Kentucky, 2014; MS, University of Kentucky, 2011; BS, Georgia College & State University, 2008.

Yates, Kimberly, Assistant Professor, Teacher Education (2014); Ph.D., Montana State University-Bozeman, 2013; M.Ed., University of Nevada-Las Vegas, 2004; BA, University of Nevada-Las Vegas, 2000.

Yohe, Kristine A., Associate Professor, English (1997); Ph.D., University of North Carolina, 1997; MA, University of North Carolina, 1988; BA, Emory University, 1984.

Yuan, Jiawei, Assistant Professor; Ph.D., University of Arkansas-Little Rock.

Yungbluth, Stephen C., Associate Professor, Communication Studies (2004); Ph.D., University of Kentucky, 2003; MA, University of Kentucky, 1996; BA, Xavier University, 1994.

Zenbaard, Caryl A., Professor, Law and Legal Studies (1975); JD, University of Michigan-Ann Arbor, 1970.

Zacate, Matthew O., Associate Professor, Physics (2004); Ph.D., Oregon State University, 1997; MS, Oregon State University, 1993; BS, Truman State University, 1991.

Zachary, Samuel J., Professor, Theatre (1990); Ph.D., Bowling Green State University, 1984; MA, Bowling Green State University, 1973; BS, Bloomsburg University of Pennsylvania, 1971.

Zai III, Robert L., Associate Professor, Library Science (2006); MLS, University of Kentucky, 2002; BA, Northern Kentucky University, 1999.

Zarnowski, Roger E., Professor, Mathematics (2013); Ph.D., Indiana University-Bloomington, 1988; MS Wichita State University, 1983; BS Wichita State University, 1978.

Zeman, Nicholas B., Assistant Professor, Media Informatics (2011); MS, University of Kentucky, 1997; BA, Auburn University - Auburn, 1995.

Zembrodt, Isabella M., Lecturer, Psychology (1995); MS, Northern Kentucky University, 2011; MS, University of Kentucky, 1980; BS, Northern Kentucky University, 1978.

Zhang, Xiaoni, Professor, Business Informatics (2001); Ph.D., University Of North Texas, 2001; MBA, Huron University, 1996; BS, Heibei University Handan College, 1987.

Zimmerman, Jeffrey M., Assistant Professor (2012); Ph.D., University of Klagenfurt, 2011; MBA, University of Klagenfurt, 2009; BA, Miami University Oxford, 2004; BS, Miami University Oxford, 2004.

Zunnurhain, Kazi, Assistant Professor Ph.D., University of Alabama - Tuscaloosa, 2014; MS, University of Alabama - Tuscaloosa, 2011.

Zyromski, Brett E., Associate Professor, Counseling & Human Services (2010); Ph.D., North Carolina State University-Raleigh, 2007; MTh, Houston Graduate School of Theology, 2001; MA, University of North Carolina.

EMERITUS FACULTY

Susan S. Adams, English, 22 years of service

Michael C. C. Adams, History, 25 years of service

Carol B. Allred, Law Library, 19 years of service

Valeria Amburgey, Education, 17 years of service

Barry Andersen, Art, 35 years of service

Margaret Anderson, Nursing, 18 years of service

Marjorie E. Artzer, Education, 11 years of service

Carole Beere, Psychology, 12 years of service

David Bishop, Teacher Education, 37 years of service

Judith Blackburn, English, 24 years of service

Leon E. Boothe, History, 21 years of service

Mildred Bork, Nursing, 19 years of service

Stephen Boyd, Communication, 37 years of service

Bart Braden, Mathematics, 29 years of service

Robert M. Bratton, Law, 22 years of service

Prince Brown, Jr., Sociology and African American Studies, 15 years of service

Rachelle Bruno, Education, 33 years of service

Mary Jeremy Buckman, Nursing, 9 years of service

Margaret Cantrell, Education, 30 years of service

Jerry H. Carpenter, Biology, 31 years of service

K. Kenneth Carter, Education, 30 years of service

Tom Cate, Economics, 38 years of service

Helen Annette Chavez, Education, 21 years of service

Joy Churchill, Nursing, 21 years of service

James C. Claypool, History, 32 years of service

Donald K. Cobb, Education, 20 years of service

Thomas E. Comte, Management, 13 years of service

Paul Cooper, Construction Management

Mary Cupito, Communication, 13 years of service

Yudhister Datta, Accounting, 27 years of service

Sarah H. Dessner, Nursing, 16 years of service

Larry L. Dickson, English, 30 years of service

Frank H. Dietrich II, Statistics, 29 years of service

Patricia A. Dolan, Social Work, 26 years of service

Linda L. Dolive, Political Science, 38 years of service

Sudesh Duggal, Business Informatics, 30 years of service

Gina Foletta, Mathematics, 19 years of service

J. Ronald Gardella, Education, 24 years of service

Mary Gers, Nursing, 16 years of service

Martin G. Giesbrecht, Economics, 11 years of service

Larry A. Giesmann, Biology, 37 years of service

George D. Goedel, Psychology, 27 years of service

W. Jonathan Gresham, Music, 26 years of service

Gayle Sheard Grout, Music, 35 years of service

LeRoy Gruner, Sociology

Carolyn Hagner, Music

Charles Hawkins, Physics, 33 years of service

Clinton Hewan, Political Science, Criminal Justice and Organizational Leadership, 25 years of service

W. Vernon Hicks, Jr., Chemistry, 37 years of service

David Hogan, Psychology, 36 years of service

William L. Holloway, Management

James F. Hopgood, Anthropology, 30 years of service

MaryCarol Hopkins, Anthropology, 43 years of service

Barbara Houghton, Art, 20 years of service

Martin J. Huelsmann, Law, 34 years of service

Sally Jacobsen, English, 26 years of service

Margo Jang, English, 35 years of service

Elaine Jarchow, Education, 7 years of service

William R. Jones, Law

Thomas J. Kearns, Mathematics, 32 years of service

Donald R. Kelm, Art History, 23 years of service

Robert J. Kempton, Chemistry, 24 years of service

James W. Kinne, Industrial Education & Technology

Michael Klembara, Mathematics, 35 years of service

Philip Koplrow, Music, 27 years of service

Vinay Kumar, Chemistry, 38 years of service

Robert Langenderfer, Respiratory Care, 24 years of service

Lynn Langmeyer, Marketing, 21 years of service

William M. Lindsay, Management, 32 years of service

Nan Littleton, Social Work, 31 years of service

Ann Schmidt Luggen, Nursing, 16 years of service

Nancy Dysart Martin, Music, 30 years of service

Rosetta J. Mauldin, Social Work and Human Services, 17 years of service

Kamilla M. Mazanec, Law, 28 years of service

Cynthia R. McDaniel, Psychology, 30 years of service

James E. McKenney, Statistics, 30 years of service

William M. McKim, Jr., English, 30 years of service

Ray McNeil, Physics, Geology, and Engineering Technology, 33 years of service

Michael R. McPherson, Physics, 30 years of service

Roger C. Meade, Education, 29 years of service

Nicholas Melnick, Education, 26 years of service

Janet A. Miller, Education, 24 years of service

Peter E. Moore, Mathematics Education, 30 years of service

Frances T. Mosser, Nursing, 26 years of service

Robert Mullen, Communication, 31 years of service

James H. Niewahner, Chemistry, 40 years of service

Ralph D. O'Brien, Technology, 24 years of service

Linda Olasov, Education, 24 years of service

William R. Oliver, Chemistry, 31 years of service

L. MacKenzie Osborne, English, 39 years of service

David Payne, History, 33 years of service

Charles Pinder, Technology, 10 years of service

Joseph E. Price, English

Thomas C. Rambo, Biology, 34 years of service

Robert T. Rhode, English, 34 years of service

Jerald H. Richards, Philosophy, 31 years of service

W. Michael Ryan, History, 28 years of service

Peter Schiff, English, 35 years of service

Phillip H. Schmidt, Mathematics and Statistics, 8 years of service

Fredrick Schneider, Law

Vincent G. Schulte, Psychology, 27 years of service

Gary D. Scott, Business Informatics, 33 years of service

Robert L. Seaver, Law, 24 years of service

Linda J. Sheffield, Mathematics Education, 25 years of service

Sheng, Chenliang, English, 24 years of service

Raman J. Singh, Geology, 26 years of service

Joe K. Smith, Mathematics, 30 years of service

Suzanne Wegener Soled, Education, 7 years of service

Christine B. Stiegler, Construction Management, 28 years of service

William C. Stoll, Psychology

Penelope Summers, Communication, 32 years of service

Ralph A. Tesseneer, Psychology

Louis R. Thomas, History, 17 years of service

Michael L. Turney, Communication, 36 years of service

Kathleen S. Verderber, Management

Robert C. Vitz, History, 36 years of service

Ray N. Waggoner, Education, 10 years of service

William S. Wagner, Physics, 22 years of service

Jerry W. Warner, Biology, 30 years of service

Edwin T. Weiss, Jr., Geography, 30 years of service

Donald R. Welti, Psychology

John O. Westlund, Music

Constance Carroll Widmer, Education, 24 years of service

Marian C. Winner, Library Services, 9 years of service

Kristen R. Yount, Sociology, 18 years of service

Tom Zaniello, English, 37 years of service

Rosella C. Zeiser, Nursing, 27 years of service

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